



**CITY OF COVINA
PLANNING COMMISSION AGENDA
REGULAR MEETING, TUESDAY, AUGUST 24, 2021
COUNCIL CHAMBER, CITY HALL
125 EAST COLLEGE STREET
7:00 P.M.**

PLEASE NOTE: THOSE WHO WISH TO ADDRESS THE PLANNING COMMISSION ON ANY ITEM ARE REQUESTED TO EMAIL PLANNING@COVINACA.GOV PRIOR TO THE ITEM BEING CALLED. THE PURPOSE OF THIS IS TO ENSURE THAT YOUR NAME AND ADDRESS ARE CORRECTLY IDENTIFIED IN THE MINUTES OF THE PLANNING COMMISSION.

CALL TO ORDER

- A. Pledge of Allegiance.
- B. Roll Call of Commissioners:
- C. Amendments to the Agenda.

PUBLIC COMMENTS

Citizens wishing to address the Commission on any matter **not** on the agenda may do so at this time. Citizens wishing to be heard on any matter on the agenda, please wait until that point on the agenda. **Please keep your comments to five minutes or less and try not to be repetitive.** Under the provisions of the Brown Act, the Commission is prohibited from taking action on oral requests but may refer the matter to staff or to a subsequent meeting.

CONSENT CALENDAR

All matters listed under the Consent Calendar are considered routine and will be enacted by one motion. There will be no separate discussion on these items prior to the time the Planning Commission votes on them, unless a member of the Planning Commission requests that a specific item be removed from the Consent Calendar for discussion.

1. Approval of Minutes of Regular Meeting of August 10, 2021.

CONTINUED PUBLIC HEARING

None

PUBLIC HEARING

1. **Application for Conditional Use Permit (CUP) 21-024**, a request to establish a retail smoke shop in a vacant tenant space within the C-4 Commercial Zone (Highway), located at 1112 N. Azusa Ave. APN: 8408-021-006.

Staff Recommendation: Staff recommends that the Planning Commission approve Conditional Use Permit (CUP) 21-024 through the adoption of Resolution No. 2021-016 PC with conditions.

CONTINUED BUSINESS

None.

NEW BUSINESS

1. **Application for Site Plan Review (SPR) 21-63**, for the demolition of three existing residential units and the construction of six new residential units, within three buildings on 0.45 acres, within the RD Residential (Multi-family) Zone, located at 316 S. Barranca Avenue – APN: 8446-012-004.

Staff Recommendation: Staff recommends that the Planning Commission approve Site Plan Review SPR 21-63 through the adoption of Resolution No. 2021-017 PC, with conditions.

2. A modification request by Pollo Campero Restaurant to move and reorient the interior floor layout, within the existing building pad, for the property located at 1477 N. Azusa Avenue.

Staff Recommendation: Staff recommends the Planning Commission approve the minor change by minute action. Resolution No. 2020-026 PC shall continue to apply and remain in effect for the project.

GENERAL MATTERS

None.

ADMINISTRATIVE ITEMS

None.

ADJOURNMENT

Adjourn to a regular meeting of the Planning Commission at 7:00 p.m. on September 14, 2021 in the Council Chamber of Covina City Hall.

I, Brian K. Lee, Director of Community Development for the City of Covina, or his designee, hereby declare that a true and accurate copy of the forgoing agenda was posted on August 19, 2021 near the front entrance of City Hall, 125 East College Street, Covina, and on the City's official Internet Website, in accordance with Governmental Code Section 54954.2(a.)

Additional information on any agenda item can be obtained by contacting the Planning Division at 125 East College Street, Covina, or by telephoning (626) 384-5450.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Planning Division office at (626) 384-5450 or the California Relay Service. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.



MINUTES OF THE AUGUST 10, 2021 REGULAR MEETING OF THE COVINA PLANNING COMMISSION HELD IN THE COUNCIL CHAMBER OF CITY HALL, 125 EAST COLLEGE STREET AT 7:00 P.M.

This meeting was conducted utilizing teleconference and electronic means consistent with the State of California Executive Order N-29-20 dated March 17, 2020, regarding the COVID-19 pandemic, with the option for members of the Planning Commission and the public to meet in the Council Chamber of City Hall.

CALL TO ORDER

Chairman John Connors called the Planning Commission to order at 7:00 p.m.

A. PLEDGE OF ALLEGIANCE

Chairman Connors led the Pledge of Allegiance.

B. ROLL CALL

Commission Members Present: Manning, Hodapp, McMeekin, Zermeno, Connors

Commission Members Absent: None

Staff Members Present: Director of Community Development, Senior Planner, Assistant City Attorney, and City Manager.

C. AMENDMENTS TO THE AGENDA

None.

PUBLIC COMMENTS

None.

CONSENT CALENDAR

1. Approval of Minutes of the regular meeting of July 27, 2021.

Commissioner Manning made a motion and Commissioner Hodapp seconded to approve the Minutes of the Regular Meeting of July 27, 2021.

The motion carried 5-0 as follows:

AYES:	MANNING, HODAPP, MCMEEKIN, ZERMENO, CONNORS
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

CONTINUED BUSINESS

None.

PUBLIC HEARINGS

None.

CONTINUES BUSINESS.

None.

NEW BUSINESS

1. **A request to initiate a series of Zoning Code Amendments to various sections of Title 17 of Covina Municipal Code (CMC) CMC Chapters 17.74 and 17.75 (Signs), CMC Chapter 17.62 (Conditional Use Permits) and Covina Town Center Specific Plan (F.A.I.R. District).**

Staff Recommendation: Staff recommends that the Planning Commission direct staff to initiate a series of Zoning Code Amendment as described above.

Senior Planner Mercy Lugo presented the item and Community Development Director Brian Lee presented the staff report.

Brian Lee answered the commissioner's questions.

The public hearing was opened.

No public comments were received.

The public hearing was closed.

Commissioner Manning made a motion and Commissioner Hodapp made a second to direct staff to study and initiate a series of Zoning Code Amendments to CMC Chapters 17.74, 17.75, and 17.62.

The Motion carried 5-0 as follows:

AYES:	MANNING, HODAP, MCMEEKIN, ZERMENO, CONNORS
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

GENERAL MATTERS

A Study session is scheduled for the month of September to present new residential multi-family regulations for consistency with the General Plan's Sixth Cycle Housing Element.

ADMINISTRATIVE ITEMS

None.

ADJOURNMENT

Chairman Connors adjourned the Planning Commission meeting at 7:00 p.m. to the Regular Planning Commission Meeting on August 24, 2021, at 7:00 PM in the Council Chamber of City Hall.

Secretary



CITY OF COVINA

PLANNING COMMISSION AGENDA REPORT ITEM NUMBER PH 1 AUGUST 24, 2021

TO: Chairman and Members of the Planning Commission

FROM: Brian K. Lee, AICP, Director of Community Development

SUBJECT: **Application for Conditional Use Permit (CUP) 21-024**, a request to establish a retail smoke shop in a vacant tenant space within the C-4 Commercial Zone (Highway), located at 1112 N. Azusa Ave. APN: 8408-021-006.

SITE AND PROJECT DESCRIPTION

A. Project Information:

Request: Establish retail smoke shop
Applicant: Jouzeph Thalja
Property Owner: Lillian Sasson
Location: 1112 N. Azusa Ave.
Assessor Parcel Map No: 8408-021-006

B. Site and Surrounding Land Uses-Table 1:

	General Plan	Zoning	Existing Uses
Site	General Commercial	C-4, Highway Commercial	Small commercial center
North	General Commercial	C-4, Highway Commercial	Pepe's Finest Mexican Food drive-thru restaurant
South	General Commercial	C-4, Highway Commercial	American Tire Depot tire shop
East	General Commercial	C-4, Highway Commercial	Small commercial center
West	General Commercial	C-4, Highway Commercial	Various auto repair and maintenance businesses

- C. Site Characteristics:** The project site is a small commercial center at the northeast corner of West Covina Boulevard and North Azusa Avenue. It is an approximately half-acre lot, developed with a 6,996-square foot multi-tenant building that includes tenants such as a dry cleaner, a t-shirt store, and a donut shop. Surrounding the property on all sides are similar highway commercial uses, such as various fast food restaurants and auto repair shops.

ANALYSIS

- A. **Background:** The applicant, Jouzeph Thalja proposes to establish a retail smoke and tobacco shop in a vacant 650-square foot tenant space that was previously a barber shop. The tenant space is located in a small commercial center among other retail, service, and food uses. Minor interior tenant improvement modifications are proposed consisting of a sales counter display cases and shelving, and a storage room. No smoking or hookah lounge proposed, only retail sale of products that include vapes, tobacco products and accessories, and cigars. Condition of Approval B.4 has been added to ensure no smoking shall be permitted on the premises at any time. No additional square footage is being proposed. The proposed hours of operation are 8:00am – 8:00pm daily, with a total of 2 employees, and a maximum of 1 employee working at one time.
- B. **Applicable Regulations:** Covina Municipal Code Chapter 17, Section 17.61.030 requires a Conditional Use Permit for retail smoke shop establishments within the C-4 and C-5 Commercial zones. In addition, smoke shops must maintain a minimum of 300 feet of distance from “sensitive uses” where children regularly gather (schools, religious institutions, child care facilities, etc.) as measured from a pedestrian’s travel from a “sensitive use” to the project site. As such, the subject location meets the 300-foot distance requirement from a nearby church and nearby multi-family residences. Smoke shops must also maintain a minimum of 500 feet of distance from another smoke shop and tobacco store. There is no other cigar or smoke shop within 500 feet of the project site therefore, the proposed location meets this requirement.
- C. **Compatibility of Land Use:** The proposed smoke shop is to be located in a small commercial center on North Azusa Avenue, surrounded by many compatible highway and retail-related uses, such as fast food restaurants, retail stores, and some auto repair stores.
- D. **Parking:** The total parking required for the proposed use is 3 parking stalls. There are 36 off-street parking spaces provided in this commercial center. All existing uses within the center will require a total of 35 parking spaces; therefore, there is sufficient parking for the proposed use. No modification of square footage is being proposed to the tenant space that will require additional parking.
- E. **Public Safety and Welfare:** According to the Covina Police Department, there have been a total of 2 calls for service to this location since 2016 – nothing of significance. In addition, the Police Department does not oppose the applicant’s request for smoke shop and tobacco sales. Any future proposed change in the mode or character of operation of the establishment would warrant a new CUP and further Police review.
- F. **Facts of Findings for Conditional Use Permit:** In order to approve the Conditional Use Permit, the Planning Commission must make the following findings:
1. **That the site for the proposed use is adequate in shape and size to accommodate the use and all yards, spaces, wall and fences, parking, loading, landscaping and other features required by this title to adjust the use with land and uses in the neighborhood; and**

Facts: The 650-square foot tenant space in which the smoke shop establishment would operate is large enough to accommodate the proposed use. In addition, the property is flat and rectangular in shape, and no parking-related issues were identified with respect to the review of this application.

2. That the streets adjacent to the use are adequate to handle the traffic generated; and

Facts: The surrounding streets, West Covina Boulevard and North Azusa Avenue have sufficient widths and capacities to safely accommodate the relatively minor additional daily trips that the retail smoke shop would generate.

3. That the proposed use will have no adverse effects on the abutting properties or the permitted thereof; and

Facts: As previously mentioned, new smoke shops are required to maintain a minimum distance of 300 feet from any “sensitive uses” where children regularly gather. The proposed smoke shop location meets the 300-foot requirement from a church that is south of the property and multi-family residences that are southeast of the property, as measured from a pedestrian’s travel from a “sensitive use” to the project site. In addition, the conditions of approval will provide the City and the Police Department with adequate safeguards for preventing any potential negative impacts.

4. That the conditions stated in the decision are deemed necessary to protect the public health, safety, and general welfare of the community. Such conditions may include: regulation of use, regulation of signs, requiring maintenance of grounds, regulation of noise, vibrations, odors, etc., regulation of time for certain activities, duration of use and any such other conditions as will make possible the development of the city in an orderly and efficient manner and conformity with the intent and purposes set forth in this title.

Facts: The proposed use would involve retail sales of tobacco and tobacco-related products. The overall business would comply with the required zoning and land use standards for smoke shops and tobacco stores under Section 17.61.030 of the Covina Municipal Code. No major public health or safety related impacts have been identified during project review. The Development Review Committee, comprised of Building and Safety, Environmental Services, Los Angeles County Fire, Covina Police Department, Planning and Engineering, were provided an opportunity to review and comment on the project application. In addition, the proposed use has been conditioned to ensure that no potential issues would arise during operations. Staff’s comments confirm that the proposed use would operate in a manner that would be consistent with the Covina Municipal Code and would not negatively affect the public health, safety and general welfare of the community.

PUBLIC HEARING NOTICE AND NOTIFICATION

The applicant was given a copy of the staff report and all property owners within a radius of at least 300 feet from the overall project site were mailed notices of the Planning Commission public hearing on August 12, 2021 a minimum of ten (10) days before the hearing as required by law. In addition, the public hearing notice was published in the San Gabriel Examiner newspaper on August 12, 2021.


ENVIRONMENTAL DETERMINATION

Community Development Department staff has determined that the project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) Guidelines. The project qualified as a Class 1 exemption under State CEQA Guidelines Section 15301, which covers the permitting and minor alterations of existing structures that involve negligible or no expansion of use beyond that existing at the time of the lead agency's original determination. The project would consist establishing a retail smoke shop in a tenant space of 650 square feet within an existing commercial center. Staff finds that there is no substantial evidence that the project will have a significant effect on the environment.

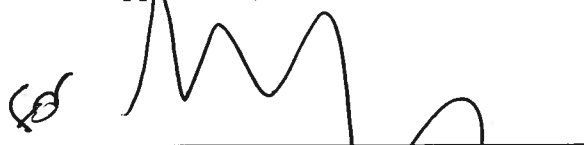
RECOMMENDATION

Staff recommends that the Planning Commission approve Conditional Use Permit (CUP) 21-024 through the adoption of **Resolution No. 2021-016 PC** with conditions.

Prepared by:


Megan Wu, Assistant Planner

Approved by:


Brian K. Lee, AICP
Director of Community Development

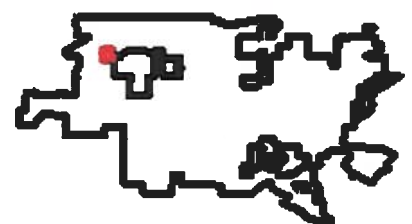
EXHIBITS

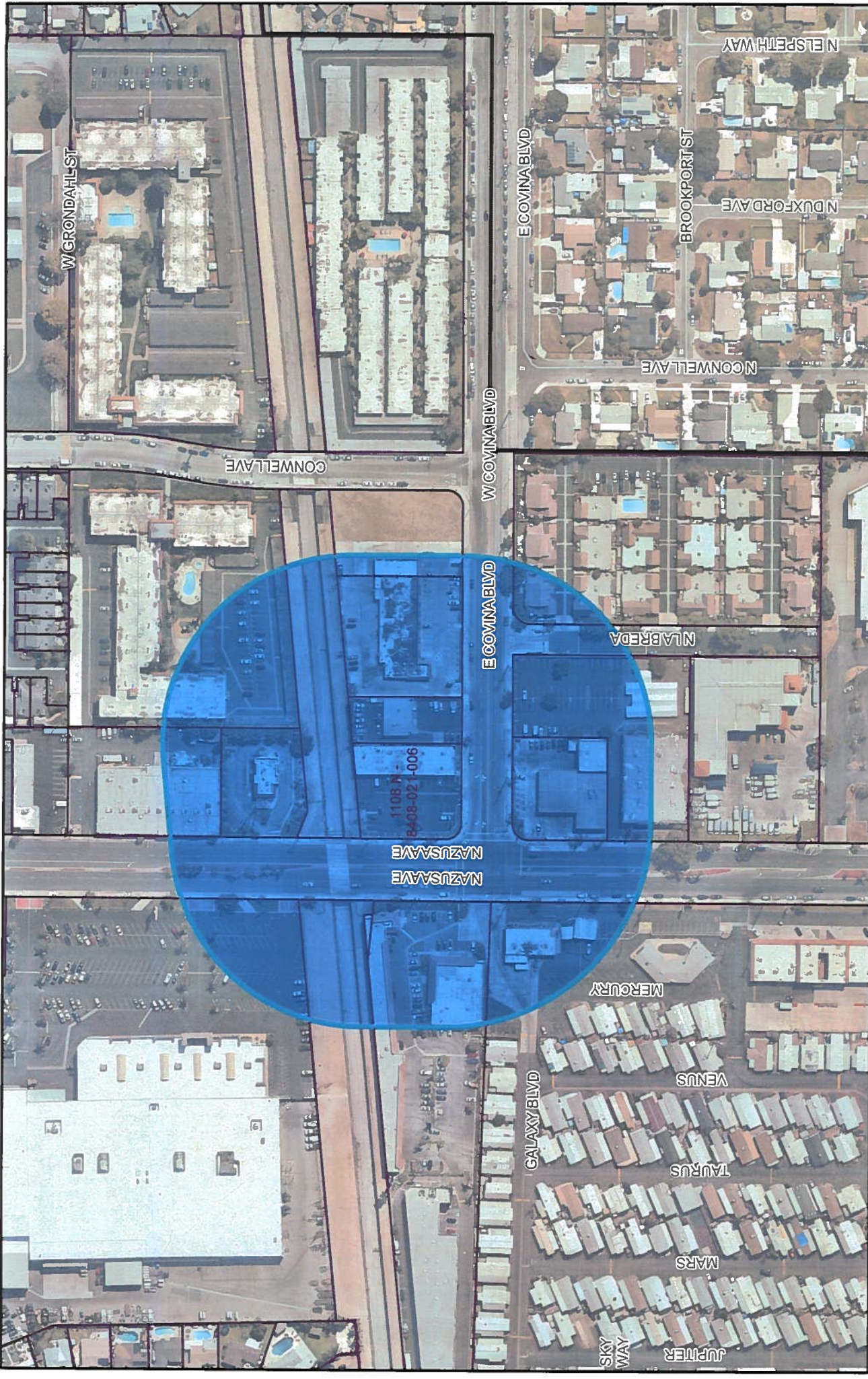
1. Area Map
2. 300-foot Radius Map and Notification
3. Project Plans (reductions)
4. Resolution 2021-016 PC with Conditions of Approval



205.06 Feet

EXHIBIT 1





300-foot Buffer

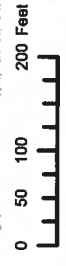


Parcels



EXHIBIT 2

City of Covina 1108 N Azusa Avenue



Catchment
The map of the City of Covina, California has been provided for illustration purposes only. Every reasonable effort has been made to ensure the accuracy of the map and its data. The City of Covina does not warrant the accuracy, reliability, or completeness of the information provided. The City of Covina is not responsible for any errors or omissions, or for any damages arising from the use of the map. The City of Covina is not responsible for any damages arising from the use of the map. The City of Covina is not responsible for any damages arising from the use of the map. Do not make any business decision based on this map before consulting your attorney with the appropriate City office.

CITY OF COVINA NOTICE OF PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of Covina will conduct a PUBLIC HEARING in the City Hall Council Chambers, 125 East College Street, Covina, on **Tuesday, August 24, 2021 at 7:00 p.m.**, or as soon as possible thereafter, to consider the following:

1. **Conditional Use Permit (CUP) 21-024**; a request to establish a retail smoke shop in a vacant tenant space within the C-4 Commercial zone (Highway Commercial), at 1112 N. Azusa Ave. – APN: 8408-021-006

Pursuant to and in accordance with the provisions of the California Environmental Quality Act (CEQA) Guidelines, the City has analyzed the proposed projects and concluded that they will not have the potential for causing a significant effect on the environment. Therefore, it has been determined that the proposed project would be categorically exempt in accordance with Section 15301(a), Class 1 of the CEQA Guidelines.

(LEGAL DESCRIPTION OF PROPERTY ON FILE IN PLANNING DIVISION)

All interested citizens are invited to observe the public hearing. Any person may submit written comments to the Community Development Department, Planning Division, prior to, or at the time of, the hearing.

If you challenge the decision on the proposed Conditional Use Permit in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence submitted to the Planning Secretary or the Planning Commission at, or prior to, the public hearing.

Further information may be obtained from the City of Covina Community Development Department, Planning Division, at (626) 384-5450.

Pursuant to the American with Disabilities Act, the City of Covina will make reasonable efforts to accommodate persons with disabilities. If you require special accommodations, please contact the Planning Division at (626) 384-5450, at least five (5) days in advance of this hearing.

BRIAN K. LEE
DIRECTOR OF COMMUNITY DEVELOPMENT

PUBLISH: AUGUST 12, 2021
 THE SAN GABRIEL VALLEY EXAMINER

MAIL: AUGUST 12, 2021

TENANT IMPROVEMENT THE SMOKE SHOP 1112 N. AZUSA AVENUE UNIT 7, COVINA

PLANNING INFORMATION

PROPERTY LOCATION: 1112 N. AZUSA AVENUE, UNIT 7, COVINA
PROPERTY OWNER: THE SMOKE SHOP

BUILDING INFORMATION

ZONE: C-2 ZONE
OCCUPANCY: M (SEE CODE ANALYSIS BELOW)
FIRE SPRINKLER: NO
BUILDING SQUARE FOOTAGE:
SPACE UNDER CURRENT SCOPE M- OCCUPANCY: 637 SQ. FT.
TOTAL BUILDING AREA = 6835 SQ. FT.

OCCUPANT LOAD FOR SPACE UNDER CURRENT SCOPE
700 S.F. / 100 S.F. = 7.0
568 SQ. SALES AREA, 80 LOAD FACTOR --> 10
TOTAL 10

ALLOWABLE BUILDING AREA
A₀ = A₁ + NS X IF
TABLE 506.2 --> TYPE V-B, OCCUPANCY M, NS, A₁ = 9000 S.F.
IF = 1.33 L₁ + 0.2 L₂ + 0.1 L₃ = 5
W = 42.58 X 80 + 158.25 X 26 = 6669.3 / 200.83 = 33.2'
IF = (F/P - 0.25) W / 30 = (200.83 - 0.25) 33.2 / 30 = 0.26
A₀ = 9000 + 9000 X 0.26 = 11416.5' > BUILDING AREA OK

PARKING REQUIREMENTS
RETAIL STORE - 638 S.F. / 1000 X 4 = 3 SPACES
REQUIRED REQUIRED PARKING = 683/100 X 4 = 28 SPACE ACTUAL 38
TOTAL REQUIRED HANDCAP = 1 PARKING SPACE
ACTUAL 2

GOVERNING CODES

PLANS TO COMPLY WITH TITLE 24 AND THE FOLLOWING CODES:

- (CBC) 2019 CALIFORNIA BUILDING CODE
- (CMC) 2019 CALIFORNIA MECHANICAL CODE
- (CPC) 2019 CALIFORNIA PLUMBING CODE
- (CEC) 2019 CALIFORNIA ELECTRICAL CODE
- (CEC) 2019 CALIFORNIA ENERGY CODE
- (CGC) 2019 CALIFORNIA GREEN CODE

LEGAL INFORMATION

APN: 8408-021-006
TRACT: 27546
LOT AREA: 24,830 SQ. FT.

SHEET INDEX

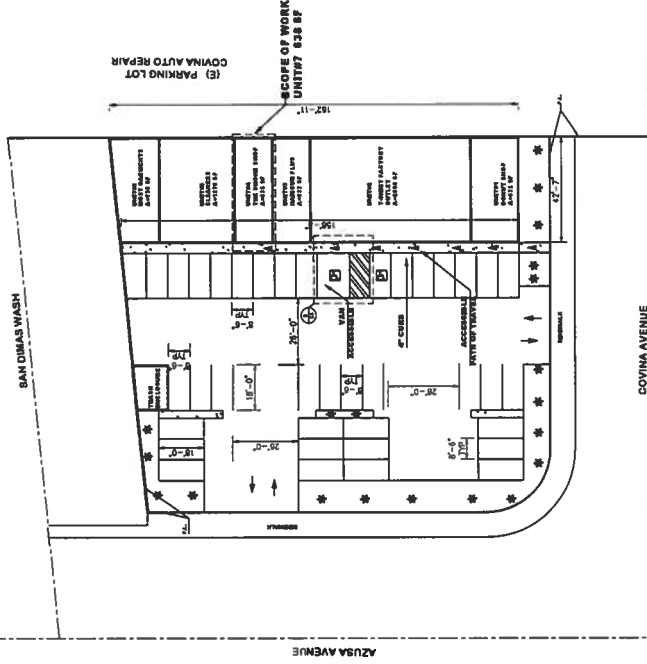
- CS COVER SHEET
- A0.1 PROPERTIES WITHIN 300' OF SITE
- A0.2 GENERAL NOTES& TYPICAL DETAILS
- A2.1 FLOOR PLANS REFLECTED CEILING
- A2.2 ROOF PLANE BUILDING ELEVATIONS AND SECTION

SCOPE OF WORK

TENANT IMPROVEMENT
FURNISH VACANT SPACE TO SMOKE SHOP

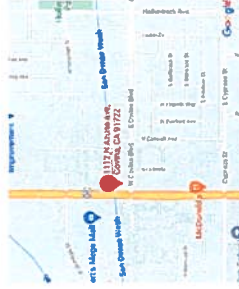
PROJECT NOTES

THE DISCHARGE OF POLLUTANTS TO ANY STORM DRAINAGE SYSTEM IS PROHIBITED. NO SOLID WASTE, PETROLEUM BY PRODUCTS, SOIL, OR OTHER HAZARDOUS MATERIALS SHALL BE PLACED, STORED, OR ENDED ON CONSTRUCTION SITES OR BY CONSTRUCTION ACTIVITIES. ALL WASTE SHALL BE PLACED, STORED, OR ENDED IN THE STREET CUTTER ON THE STORMWATER SYSTEM. THE DISCHARGE OF POLLUTANTS TO ANY STORM DRAINAGE SYSTEM IS PROHIBITED. NO SOLID WASTE, PETROLEUM BY PRODUCTS, SOIL, OR OTHER HAZARDOUS MATERIALS SHALL BE PLACED, STORED, OR ENDED ON CONSTRUCTION SITES OR BY CONSTRUCTION ACTIVITIES. ALL WASTE SHALL BE PLACED, STORED, OR ENDED IN THE STREET CUTTER ON THE STORMWATER SYSTEM. THE DISCHARGE OF POLLUTANTS TO ANY STORM DRAINAGE SYSTEM IS PROHIBITED. NO SOLID WASTE, PETROLEUM BY PRODUCTS, SOIL, OR OTHER HAZARDOUS MATERIALS SHALL BE PLACED, STORED, OR ENDED ON CONSTRUCTION SITES OR BY CONSTRUCTION ACTIVITIES. ALL WASTE SHALL BE PLACED, STORED, OR ENDED IN THE STREET CUTTER ON THE STORMWATER SYSTEM.

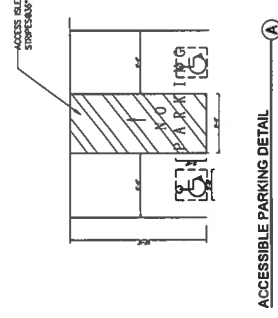


⊕ SITE PLAN

AERIAL MAP



VICINITY MAP



ACCESSIBLE PARKING DETAIL

MH ENGINEERING
6837 Peyton Bl., Buena Park, CA 90620
714.887.8131

ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE CALIFORNIA BUILDING CODE, MECHANICAL CODE, PLUMBING CODE, ELECTRICAL CODE, ENERGY CODE, AND GREEN CODE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR COMPLYING WITH ALL APPLICABLE ORDINANCES AND REGULATIONS.



THE SMOKE SHOP
TENANT IMPROVEMENT
1112 N. AZUSA AVENUE
UNIT #4
COVINA, CA 91722

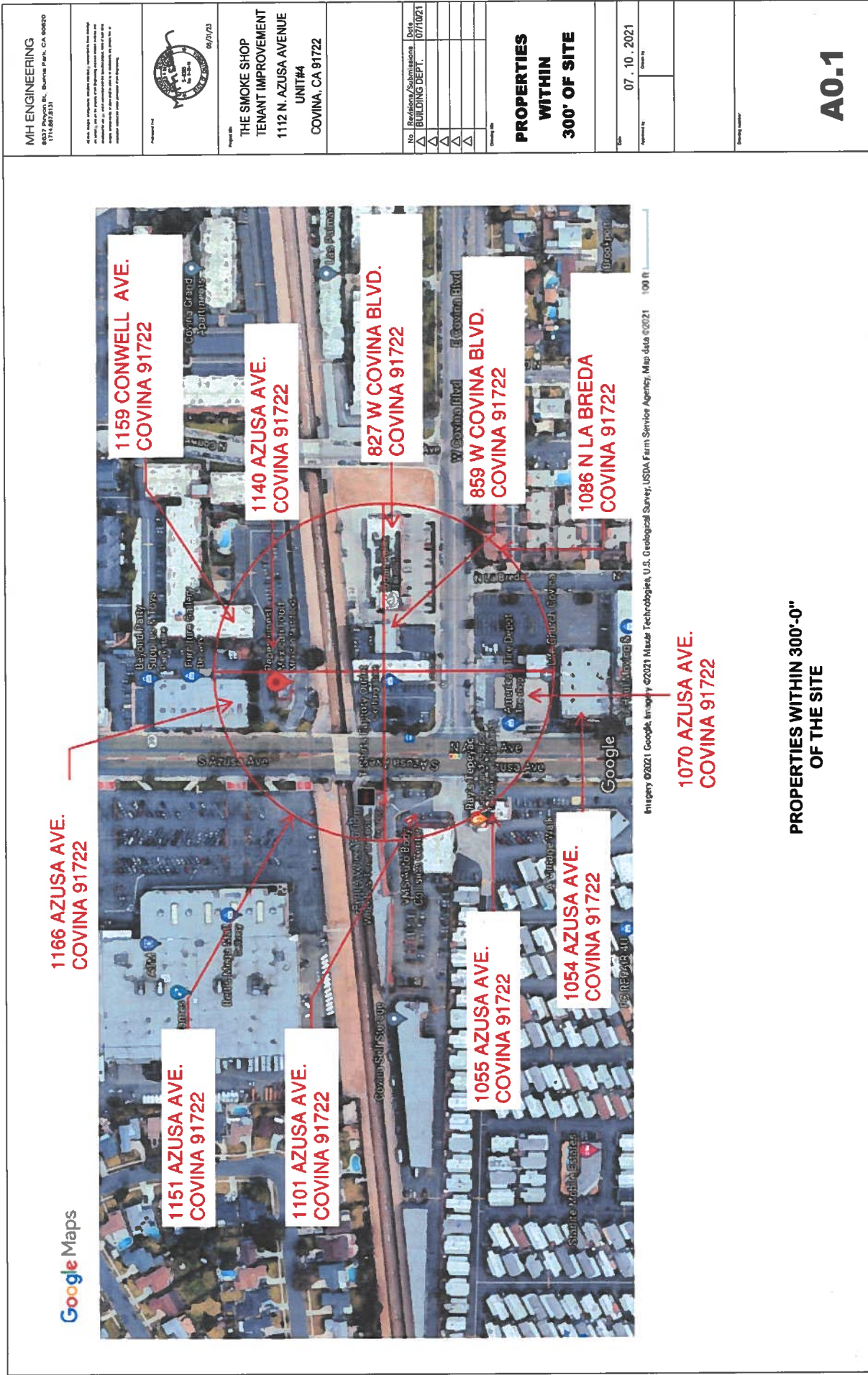
No.	Revisions/Submissions	Date
1	BUILDING DEPT.	07/10/21
2		
3		
4		
5		

COVER SHEET

Date: 07.10.2021

Drawn By:

CS



MH ENGINEERING
8537 PLYMOUTH BL., BURBANK PARK, CA 90820
714.887.8131

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Project ID: 18/07/21
THE SMOKE SHOP
TENANT IMPROVEMENT
1112 N. AZUSA AVENUE
UNIT #4
COVINA, CA 91722

No.	Revisions/Submissions	Date
1	BUILDING DEPT.	07/10/21
2		
3		
4		
5		

Properties
Within
300' of Site

Date: 07.10.2021

Drawn by:

PROPERTIES WITHIN 300'-0"
OF THE SITE

A0.1

1. WALL COVERING OF SHOWERS OR TUBS WITHIN SHOWERS SHALL BE OF CEMENT PLASTER, TILE OR APPROVED EQUAL TO A HEIGHT NOT LESS THAN 72 INCHES ABOVE DRAIN INLET.
2. ALL WEATHER-EXPOSED SURFACES SHALL HAVE A WEATHER-RESISTIVE BARRIER TO PROTECT THE INTERIOR WALL COVERING. SUCH BARRIER SHALL BE KRAFT WATERPROOF BUILDING PAPER OR ASPHALT-SATURATED RAG FELT.
3. ALL NEW DOORS AND WINDOWS MUST COMPLY WITH BUILDING SECURITY STANDARD ORDINANCE §7-79.
4. ALL DIMENSIONS ON PLAN SHALL BE FROM FACE OF WALL STUDS
5. CONTRACTOR TO LOCATE ALL EXISTING UTILITIES WHETHER SHOWN ON PLANS OR NOT. EXISTING UTILITY LINES SHALL BE PROTECTED AGAINST DAMAGE.
6. CONTRACTOR SHALL VERIFY ALL DIMENSIONS, ELEVATIONS, PENETRATIONS BEFORE COMMENCE OF WORK. NOTIFY ARCHITECT/ENGINEER IF DIMENSIONS ARE DIFFERENT THAN THOSE ON PLANS

1. WALL COVERING OF SHOWERS OR TUBS WHEN SHOWERS SHALL BE OF CEDENT PLASTER, TILE OR APPROVED EQUAL TO A HEIGHT NOT LESS THAN 72 INCHES ABOVE DRAIN INLET.
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ACCESSIBILITY NOTES

1. ALL DOOR HANDLES TO BE LEVER-TYPE. MAXIMUM EFFORT TO OPERATE DOORS SHALL NOT EXCEED 8 1/2 LBS FOR EXTERIOR DOORS. FORCE TO BE EXERTED AT RIGHT ANGLE TO HINGE DOORS
2. MOUNTING HEIGHTS OF HARDWARE SUCH AS GRAB BARS, TOILET PAPER DISPENSER, ELECTRICAL OUTLETS, BATHROOM SINKS SHALL CONFORM TO ACCESSIBILITY REQUIREMENTS

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[illegible]

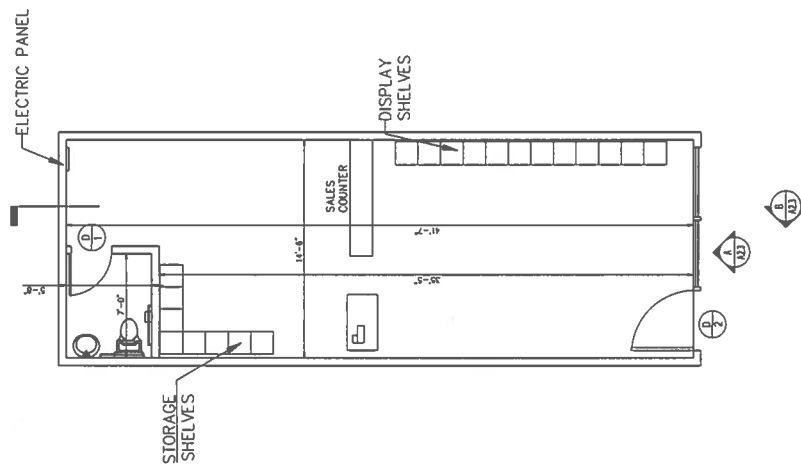
THE SMOKE SHOP
TENANT IMPROVEMENT
1112 N. AZUSA AVENUE
UNIT#4
COVINA, CA 91722

No	Revisions/Submissions	Date
△	BUILDING DEPT.	07/10/21
△		
△		
△		
△		

GENERAL NOTES

Copyright by

A0.2



PROPOSED FLOOR PLAN

SCALE $\frac{1}{4}" = 1'-0"$

1. VERIFY ALL DIMENSIONS BEFORE START OF WORK.
3. INDICATES EXISTING STUD WALL



REFERENCE
NORTH

REFLECTED CEILING PLAN

SCALE $\frac{1}{4}" = 1' - 0"$

1. ☒ HVAC DIFFUSER
2. ☐ LED LIGHT FIXTURE

DOOR SCHEDULE	LOCATION	NO. OF SET REQ.	DESCRIPTION	MANUFACTURE
①	PRINCE	1	FLUSHING HOOD WITH 10" DIA. HOOD AND 10" DIA. DUCT	
②	PRINCE	1	GLASS WINDOOR	

MH ENGINEERING
8637 Pennyon St. Buena Park, CA 92623
1714.867.8131

Thymopentin (TP) is a thymicotropic agent that promotes maturation of T cells and has been shown to be effective in the treatment of various immunodeficiencies. In this study, we evaluated the effect of TP on the immune response in mice with congenital thymic aplasia (CTA). Mice with CTA were treated with TP and the effect on the immune response was evaluated. The results showed that TP treatment significantly increased the number of T cells in the spleen and thymus of CTA mice. Furthermore, TP treatment also increased the number of T cells in the lymph nodes and the number of T cells in the blood. These results suggest that TP treatment may be effective in the treatment of CTA.



06/31/23

**THE SMOKE SHOP
TENANT IMPROVEMENT
1112 N. AZUSA AVENUE
UNIT#4
COVINA, CA 91722**

No	Revisions/Submissions	Date
Δ	BUILDING DEPT.	07/10/21
Δ		
Δ		
Δ		
Δ		

on August 10, 1999

PROPOSED FLOOR PLAN

Expiry	07.10.2021	Disposal By
Approved By		

Inventory number

A2.1

MIH ENGINEERING
4837 Phyllis BL, Buena Park, CA 90620
714.867.8131

As the design progresses, and after the required approvals, the owner shall be kept informed of the progress of the design. The owner shall be responsible for obtaining all necessary permits and approvals from the appropriate authorities. The owner shall be responsible for obtaining all necessary permits and approvals from the appropriate authorities. The owner shall be responsible for obtaining all necessary permits and approvals from the appropriate authorities.



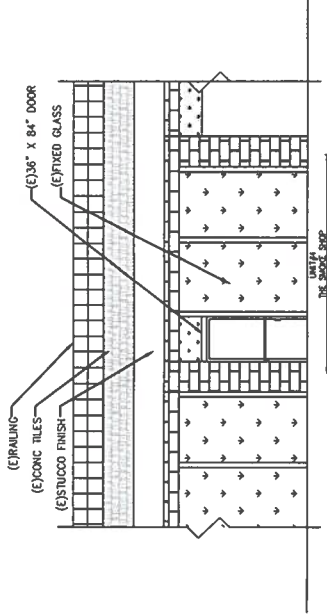
Project No. 06/21/23
THE SMOKE SHOP
TENANT IMPROVEMENT
1112 N. AZUSA AVENUE
UNIT #4
COVINA, CA 91722

No.	Revisions/Submissions	Date
1	BUILDING DEPT.	07/10/21
2		
3		
4		
5		

ROOF PLAN
& BLDG ELEVATIONS

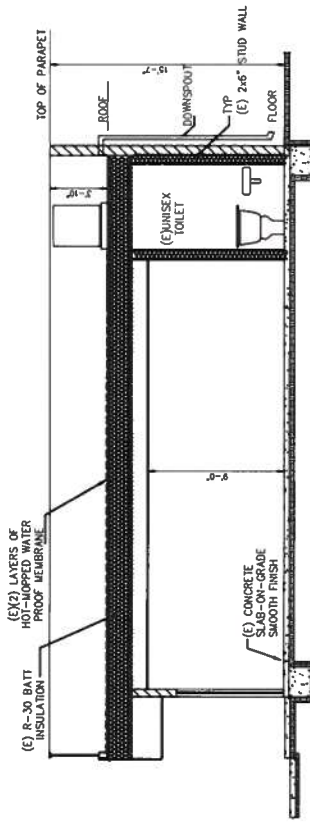
07.10.2021
Drawn By
Reviewed By

A2.2



(E) NORTH ELEVATION (NO CHANGE)

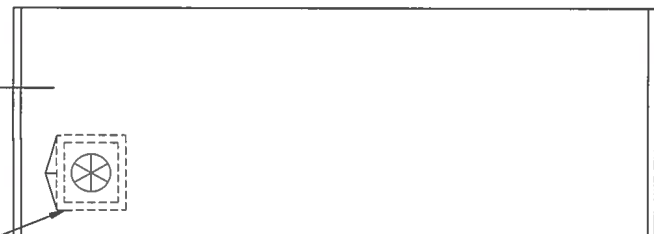
SCALE 1/2\"/>



SECTION B-B

SCALE 1/2\"/>

(E) ROOFTOP PACKAGED UNIT



ROOF PLAN

REFERENCE NORTH

SCALE 1/2\"/>

RESOLUTION NO. 2021-016 PC

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COVINA, CALIFORNIA APPROVING CONDITIONAL USE PERMIT (CUP) 21-024, TO ALLOW FOR THE ESTABLISHMENT OF A RETAIL SMOKE SHOP WITHIN AN EXISTING TENANT SPACE AT 1112 N. AZUSA AVENUE – APN: 8408-021-006

WHEREAS, on July 7, 2021, the applicant, Jouzeph Thalja, on behalf of the property owner, Lillian Sasson, submitted the Conditional Use Permit (CUP) 21-024 for the project.

WHEREAS, on August 24, 2021 the Planning Commission conducted a public hearing at which time the oral and written evidence along with written recommendation from the Planning Division was presented to the Planning Commission. The Planning Commission concluded said hearing on that date; and

WHEREAS, all legal prerequisites prior to the adoption of this Resolution have occurred.

NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF COVINA, CALIFORNIA DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct and are incorporated herein and made an operative part of this Resolution.

SECTION 2. Based upon the entire record made available at the August 24, 2021 public hearing, the staff report, the oral presentation, and related documents submitted to the Planning Commission prior to and at the public hearing, the Planning Commission hereby finds and determines as follows:

Findings for Conditional Use Permit (CMC Section 17.62.120).

- a. That the site for the proposed use is adequate in shape and size to accommodate the use and all yards, spaces, wall and fences, parking, loading, landscaping and other features required by this title to adjust the use with land and uses in the neighborhood; and

Facts: The 650-square foot tenant space in which the smoke shop establishment would operate is large enough to accommodate the proposed use. In addition, the property is flat and rectangular in shape, and no parking-related issues were identified with respect to the review of this application.

- b. That the streets adjacent to the use are adequate to handle the traffic generated; and

Facts: The surrounding streets, West Covina Boulevard and North Azusa Avenue have sufficient widths and capacities to safely accommodate the relatively minor

additional daily trips that the retail smoke shop would generate.

- c. That the proposed use will have no adverse effects on the abutting properties or the permitted thereof; and

Facts: As previously mentioned, new smoke shops are required to maintain a minimum distance of 300 feet from any “sensitive uses” where children regularly gather. The proposed smoke shop location meets the 300-foot requirement from a church that is south of the property and multi-family residences that are southeast of the property. In addition, the conditions of approval will provide the City and the Police Department with adequate safeguards for preventing any potential negative impacts.

- d. That the conditions stated in the decision are deemed necessary to protect the public health, safety, and general welfare of the community. Such conditions may include: regulation of use, regulation of signs, requiring maintenance of grounds, regulation of noise, vibrations, odors, etc., regulation of time for certain activities, duration of use and any such other conditions as will make possible the development of the city in an orderly and efficient manner and conformity with the intent and purposes set forth in this title.

Facts: The proposed use would involve retail sales of tobacco and tobacco-related products. The overall business would comply with the required zoning and land use standards for smoke shops and tobacco stores under Section 17.61.030 of the Covina Municipal Code. No major public health or safety related impacts have been identified during project review. The Development Review Committee, comprised of Building and Safety, Environmental Services, Los Angeles County Fire, Covina Police Department, Planning and Engineering, were provided an opportunity to review and comment on the project application. In addition, the proposed use has been conditioned to ensure that no potential issues would arise during operations. Staff’s comments confirm that the proposed use would operate in a manner that would be consistent with the Covina Municipal Code and would not negatively affect the public health, safety and general welfare of the community.

SECTION 3. Planning Division staff has determined that the proposed retail smoke shop (“Project”) is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) and the City’s CEQA Guidelines. The Project qualifies under the Class 1 exemption pursuant to CEQA Guidelines Section 15301(a) because the Project consists of the operation, maintenance, permitting, and minor alteration of an existing private structure and facility, involving negligible or no expansion of use beyond that existing at the time of this determination of exemption, including interior alterations involving such things as interior partitions. The Planning Commission has reviewed the Planning Division’s determination of exemption, and based on its own independent judgment, concurs in the staff’s determinations of exemption. The Planning Commission further determines that there is no substantial evidence that the Project will have a significant effect on the environment.

SECTION 4. Based upon the findings and conclusion set forth in Sections 1, 2 and 3 above, the Planning Commission hereby approves with conditions the following application:

- a. Application Conditional Use Permit (CUP) 21-024 to allow for the establishment of a retail smoke shop within a 650-square foot tenant space, subject to the conditions of approval set forth in the written record before the Commission incorporated herein and attached hereto as Exhibit "A."
- b. The Secretary of the Planning Commission is directed to serve, by first-class mail, a written notice of this decision to the Applicant within five (5) days.

SECTION 5. This Resolution shall become effective immediately upon its adoption, subject to a 10 calendar-day appeal period.

PASSED, APPROVED AND ADOPTED by the members of the Planning Commission of the City of Covina at a regular meeting thereof held on the 24th day of August, 2021.

JOHN CONNORS, CHAIRMAN
CITY OF COVINA PLANNING COMMISSION

I hereby certify that the foregoing is a true copy of a resolution adopted by the Planning Commission of the City of Covina at a regular meeting thereof held on the 24th day of August, 2021 by the following vote of the Planning Commission:

AYES:
NOES:
ABSENT:
ABSTAIN:

COVINA PLANNING COMMISSION SECRETARY

RESOLUTION NO. 2021-016 PC
EXHIBIT A - CONDITIONS OF APPROVAL FOR
CONDITIONAL USE PERMIT (CUP) 21-024
1112 N. AZUSA AVE. (APN: 8408-021-006)
AUGUST 24, 2021

ALL OF THE FOLLOWING CONDITIONS APPLY TO THE PROJECT

A. TIME LIMIT:

1. **Conditional Use Permit (CUP) 21-024:** Approval of this application shall expire two years from the date of approval if building permits are not issued or the approved use has not commenced. The applicant may apply to extend the expiration date for a maximum period of two years upon written request to the Director of Community Development a minimum of thirty (30) days prior to expiration date. The request must be approved by the Planning Commission prior to expiration of the approved applications. The Commission may grant one extension of time, not to exceed one year from the time limit specified without public hearing.

B. PERMITTED AND UNPERMITTED USES AND ACTIVITIES:

1. The establishment shall maintain a valid California Cigarette and Tobacco Product Distributor's License at all times to operate as a smoke shop and tobacco store. Any action taken by the California Department of Tax and Fee Administration (CDTFA) that would render the establishment unable to sell tobacco products shall cause to be null and void any entitlements approved herein.
2. It is unlawful for a smoke shop and tobacco store to knowingly allow or permit a minor, not accompanied by his or her parent or legal guardian, to enter or remain within any smoke shop and tobacco store.
3. Smoke shops and tobacco stores shall post clear signage stating that minors may not enter the premises unless accompanied by a parent or legal guardian. At least one such sign shall be placed in a conspicuous location near each public entrance to the smoke shop and tobacco store. It shall be unlawful for a smoke shop and tobacco store to fail to display and maintain, or fail to cause to be displayed or maintained, such signage.
4. No smoking shall be permitted on the premises at any time.
5. No sales may be solicited or conducted on the premises by minors.
6. No self-service tobacco, tobacco product, or tobacco paraphernalia displays shall be permitted.

7. No distribution of free or low-cost tobacco, tobacco products or tobacco paraphernalia, as well as coupons for said items, shall be permitted.
8. Window signage shall not exceed 25 percent of the window surface area.

C. GENERAL REQUIREMENTS:

1. This approval will not be effective for any purposes until the Applicant has filed with the Planning Division an affidavit stating that it is aware of and agrees to accept all of the conditions of this approval within 10 days from the date of this approval.
2. The CUP application shall permit the establishment of a smoke shop/tobacco store. The property shall be operated/used in accordance with all application-related information; all representatives of record made by the applicant; the approved project plans and design details (including any necessary or required revisions thereto), as approved by the Planning Commission; the Conditions of Approval contained herein; and the Covina Municipal Code and the Covina Design Guidelines.
3. Applicant shall, at its own expense and with counsel selected by City, fully defend, indemnify and hold harmless City, its officials, officers, employees, and agents ("Indemnified Parties"), from and against any and all claims, suits, causes of action, fines, penalties, proceedings, damages, injuries or losses of any name, kind or description, specifically including attorneys' fees, ("Liabilities"), arising in any way out of City's approval of the Applications or the Project. Applicant's indemnification obligation shall include, but not be limited to, actions to attack, set aside, void, or annul the City's approval of the Applications, and Liabilities premised on, related to or invoking CEQA, including those arising out of City's decisions related to the Project's CEQA documents. City shall promptly notify Applicant of any such claim, action or proceeding, and shall cooperate fully in the defense of such claim, action, or proceeding. Applicant's indemnification obligations shall not be limited to the amount of insurance coverage that may be available to Applicant, and shall not otherwise be restricted or confined by the presence or absence of any policy of insurance held by City or Applicant.
4. Applicant's obligations, as set forth above, shall survive the completion or abandonment of the Project or the issuance of a certificate of occupancy with respect thereto. However, Applicant's obligations after the issuance of a certificate of compliance for the Project shall be limited to indemnifying and defending the Indemnified Parties from legal challenges filed to set aside any part of the Project or its related components. The provisions of this condition are intended by the Parties to be interpreted and construed to provide the fullest protection possible under the law to the City. Further, all obligations and Liabilities under this Condition are to be paid by the Applicant as they are incurred. Applicant's obligations to indemnify under this Condition shall include the obligation of the Applicant to defend City with legal counsel of City's own choosing.

5. The costs and expenses of any code enforcement activities, including, but not limited to, attorneys' fees, caused by applicant's violation of any condition or mitigation measure imposed by this application or any provision of the Covina Municipal Code must be paid by the applicant.
6. Approval of this request shall not waive compliance with all other sections of the Covina Municipal Code, the Covina Design Guidelines, and all other applicable plans and non-City laws and regulations that are in effect at the time of building permit issuance.
7. The site shall be developed and maintained in accordance with the approved plans on file with the Community Development Department, all representations of record made by the applicant(s), the conditions contained herein, the Covina Municipal Code, and the Covina Design Guidelines. In addition, any future proposed changes or modifications in the design of any site component approved herein shall not proceed without City approval.
8. The project site must be clean and free of trash and construction debris, and all construction equipment must be removed from the site, prior to the issuance of the Certificate of Occupancy.
9. All graffiti shall be removed within 72 hours.
10. The City has the right of entry to inspect the premises to verify compliance with the conditions of approval and the Covina Municipal Code at any time.
11. Failure to comply with any of the Conditions of Approval noted herein shall be deemed just cause for the revocation of the approval of the CUP by the Planning Commission.

D. COVINA POLICE DEPARTMENT.

1. When applicable, the owner or operator shall contract with a security company for security personnel or hire security personnel as employees.
 - a. If the owner or operator chooses to hire a security company, the security company must be licensed to operate in both the State of California and the City of Covina. Additionally, all employees who are assigned to work the premises must be licensed by the State of California as security guards and be in good standing throughout their time of employment.
 - b. In the event the owner or operator or manager provide their own security personnel, all personnel must be employed only as security personnel and not have other responsibilities while acting in that capacity. Additionally, all employees acting as security personnel must be licensed and in good standing with the State of California through their time of employment.

2. At no time will any security personnel, whether employed by a private company or licensed by the City or employed by the establishment, be armed with any type of firearm.
3. Parking lot light fixtures and wall mounted light fixtures shall be of LED. Detailed plans to show compliance shall be submitted to Police Department and Planning Division for review and approval, prior to issuance of permit and prior to installation. The condition of approval shall be accomplished on or before opening.
4. The owners, operators, managers and all employees shall adhere to and obey all State laws and City ordinances relating to the service, consumption and possession of alcoholic beverages. Any violations of State laws or City ordinance will be presented to the District Attorney's office for prosecution and will be grounds for revocation or modification of this permit.
5. Only on-duty employees will be allowed inside the establishment during non-operating hours.
6. The permittee and the operator of any business at the premises shall install, use, and maintain in good working condition a video security system capable of viewing and recording events at the premises as approved by the Chief of Police. The video security system shall be on and operating at all times by common areas, development entrances and exits, and parking areas. The video security system shall be of such to provide images of such a resolution as to clearly identify individuals for later identification. Security systems could deter and prevent public nuisances. Installation and approval shall occur prior to the release of the occupancy or approval of business license.
7. The permittee and the operator of any business at the premises shall ensure that at least one employee or other person is present on the premises during normal business hours with the necessary knowledge and skill to operate the video security system so that he or she is able to provide the Covina Police Department copies of video recordings immediately upon request.
8. The permittee and the operator of any business at the premises shall preserve the video security system's recorded information of each business day for a period of not less than ten (10) business days thereafter for the Covina Police Department's review in connection with a criminal or other investigation.
9. The owners, operators, management staff, and employees shall allow for the inspection of the premises by members of the Covina Police Department at any time when there are employees present inside the location.
10. The owners, operators, or managers shall, subject to approval of the Police Department, develop a plan to monitor the area surrounding the location for trash and

other discarded items that impact public health and to maintain the cleanliness of the parking lots, sidewalks, and the property of adjacent business owners.

11. The owners, operators, or managers shall, subject to approval of the Police Department, develop a plan to ensure that all exterior locations are adequately and safely illuminated during hours of darkness.
12. The owners, operators, or managers shall ensure that all occupancy levels mandated by the Los Angeles County Fire Department and the Covina Building Division are strictly enforced and adhered to. At any time that the occupancy is in question, the Police Department Watch Commander can contact the Los Angeles County Fire Department and/or the Covina Building Division in order to determine if the occupancy level is over the allowed number of occupants.
13. The owners, operators, or managers must comply with all City codes and ordinances relating to police response and abatement nuisance conditions.
14. All landscaping should follow the two-foot six-foot rule. All landscaping should be ground cover, two feet or less and lower tree canopies should be at six feet. This increases natural surveillance and eliminates hiding areas within landscaping. Tree canopies should not interfere with or block the lighting along sidewalks or parking lots. This creates shadows and areas of concealment. Planters will use plant species with limited growth. This is to ensure that maintenance does not become an issue and surveillance from the building is maintained.

- END OF CONDITIONS -



CITY OF COVINA

PLANNING COMMISSION AGENDA REPORT NEW BUSINESS NB 1 AUGUST 24, 2021

TO: Chairman and Members of the Planning Commission

FROM: Brian K. Lee, AICP, Director of Community Development

SUBJECT: SITE PLAN REVIEW (SPR) 21-63 FOR THE DEMOLITION OF 3 EXISTING RESIDENTIAL UNITS AND THE CONSTRUCTION OF SIX NEW RESIDENTIAL UNITS WITHIN THREE BUILDINGS ON 0.45 ACRES, IN THE RD RESIDENTIAL ZONE (MULTI-FAMILY), LOCATED AT 316 S BARRANCA AVENUE - APN: 8446-012-004.

SITE AND PROJECT DESCRIPTION

A. Project Information:

Requests: Site Plan Review (SPR) 21-63

Applicant & Address: Victor M. Lockett
2844 E 3rd Street
Long Beach CA 90814

Property Owner & Address: Logans Run, LLC
633 N Barranca
Covina CA 91723

Assessor's Parcel Map No's: 8446-012-004

B. Site and Surrounding Land Uses - Table 1:

	General Plan	Zoning	Existing Uses
Site	Medium Density Residential (MDR-6.1 to 14 dwelling units per acre)	RD-3000	Multifamily Residential
North	Medium Density Residential (MDR-6.1 to 14 dwelling units per acre)	RD-3000	Four two-unit residential buildings.
South	Low Density Residential (LDR-0	R-1-7500	Single-Family Residence

	General Plan	Zoning	Existing Uses
	to 6 dwelling units per acre)		
East	Low Density Residential (LDR-0 to 6 dwelling units per acre)	R-1-7500	The Charter Oak Wash (LA County Flood Control District)
West	High Density Residential (HDR-14 to 22 dwelling units per acre)	RD-3000	Single-Family Residence

- C. **Site Characteristics:** The project site is approximately 0.45 acres and contain 3 residential buildings. To the north of the project site is an existing 5-unit apartment, which was approved in 2016. To the south side of the site are existing single family houses. The project site is an irregular shape lot. The dimension of the lot depth is 246 feet on the north and 154 feet on the south. The street frontage along South Barranca Avenue is approximately 100 feet in width. A portion of the property at the rear includes the Charter Oak Wash, a flood control easement, and no buildings are proposed on that section of the site.

PROJECT ANALYSIS

- A. **Background:** The Applicant proposes to demolish the three existing residential buildings at 316 S Barranca and construct three new two-story buildings with six residential units. Building 316-A contains 2 two-bedroom units, Building 316-B contains 3 two-bedroom units, and Building 316-C is a detached 3-bedroom 2-story single family unit. A 25-foot wide driveway provides access to all garages and required guest parking. The northern lot at 308 S Barranca is fully developed, and no new development is proposed on this lot with the exception of the entry structure which straddles both lots. The residential units for both lots are for rental purpose. Because the two lots are owned by the same property owner, the Applicant on behalf of the property owner requests to merge the two lots (316 and 308 S Barranca) into one. City Engineer is the approval authority for the Lot Merger and a condition of approval is placed on the project.

Landscaping is mainly provided along the front set back of the site, along pedestrian walkways and a portion of the rear of the site. The existing CMU wall that separates the two lots will be removed. A new pedestrian walkway will be constructed to connect the two developments. A new decorative block wall will be constructed along the southern perimeter of the site while the existing fence along the rear and adjacent to the Charter Oak Wash easement will remain.

- B. **Applicable Regulations:** The project is located within the RD-3000 zone and is subject to the use and development standards of Chapter 17.28 of the Covina Municipal Code (CMC). The off-street parking regulations are assessed for their compliance with Chapter 17.72 of the CMC. The project's consistency with the City's adopted Design Guidelines is reviewed under Section D of this staff report. Table 2 below shows the conformance of the proposed development with the zoning code.

Pursuant to CMC Chapter 17.64.050 (Approval Authority), any Site Plan Review application located at a commercial, industrial or multiple-family residential zone district located adjacent to or across any street, railroad, public right-of-way, drainage channel or easement from an agricultural estate or single-family residential zone district where the site plan review involves the construction of more than 500

square feet of additional floor area is subject to Planning Commission approval. The proposed construction of 3 new buildings located in multiple-family residential zone (RD-3000) on a site occupying a portion of the Charter Oak Wash and abuts single-family residential zoning to the east will require the Planning Commission's approval of the Site Plan Review application, SPR 21-63. No other discretionary permits are proposed or required.

- C. **Proposed Development:** The proposed 6-unit development meet all the required zoning code and applicable General Plan standards as outlined in Table 2 below. In addition, the proposed development meets the minimum requirement for parking areas, landscaping, and the distance between the proposed buildings. The merging of the lots will provide an overall development of 11 units, consequently the site was analyzed to ensure that all minimum requirements have been met. Table 2 is representative of the overall development.

Proposed Development – Table 1

Development Features	Project Proposal	Zoning Code and General Plan Standards
Use		
Land Use-Medium Density Residential (MDR)	RD-3000	Multifamily Residential
Density	1 unit for 3,685 square feet of lot area	Maximum 1 unit for every 3,000 square feet of lot area
Density-Medium Density Residential	Density Range of 5.4-12.4 dwelling units per .89 acres.	Maximum 6.1-14.0 du/ac maximum
Unit Size	Range between 1,200 square feet to 1,774 square feet. (8 two-bedroom units and 3 three-bedroom units)	Minimum 1,000 square feet for 2-bedroom units and 1,150 square feet for 3-bedroom units
Maximum Height	Two stories 27'-1"	Maximum two stories, 35 feet in height
Setbacks-Front	25'- 1 st floor 40'- 2 nd floor	25'- 1 st floor 40'- 2 nd floor
Setbacks-Sides	10'- 1 st floor	Less than 100 feet of length of building wall facing side minimum 10'- 1 st floor 15'- 2 nd floor
Setbacks-Rear	25'	Minimum 25'
Number of Parking Spaces	2-car garage for each unit and 4 guest spaces	2-car garage plus 1 guest space per 5 units
Lot coverage	31%	Maximum 45%
Usable Yard Area-Public	2,507 Square feet	Minimum 400 square feet for development
Usable yard	3,425 Square feet	Minimum 1,000 square feet.

- D. **Covina Design Guidelines.** The architectural design of the proposed buildings, the site design, and the landscaped areas were analyzed for conformity with the Design Guidelines. The design of the new residential units are very similar to the existing units at 308 S Barranca Avenue. The materials used

include predominantly stucco on building walls. Accent materials include wood-siding shingles implemented on the facades of medium pitched double sided gables stone veneer on columns, wood rafters and fascia and wood mullions and window/door trims. Vertical accents include two-story columns that accent the entryways to the units. Horizontal accents are provided throughout the exterior of the building including the patios, wooden trellises over windows and garage doors, wooden rafters and beams. Each two -story unit is provided with a gabled roof. Consistent with the Design Guidelines preference, colors are muted and earth tones compatible with the proposed materials and with the existing development along the northern edge of the project site.

Pedestrian circulation is provided to all units through a long 5-foot-wide walkway connecting the street access to the rear guest parking space. Adjacent to this walkway are entryways and private ground patios. The two units facing the street have direct street access. In addition, the development includes a centralized common open space area which provides pedestrian connectivity between the two existing and new development.

E. Findings for Site Plan Review

1. *All provisions of Title of the CMC are complied with:*

Fact: The proposed development is recommended for approval to the Planning Commission after a thorough review of the project's compliance with the Covina Municipal Code, Covina General Plan, and the Covina Design Guidelines. The attached conditions of approval require review for compliance with other codes including but not limited to the city's building code.

2. *The following are so arranged that traffic congestion is avoided, pedestrian and vehicular safety and welfare are protected and there will be no adverse effect on the surrounding property:*

Fact: The project will not alter the rights-of-way or cause a significant traffic-related impact. Adequate provisions for safe pedestrian and vehicular circulations are incorporated into the projects design as described in the staff report.

3. *The project design conforms to the general plan, the design guidelines, transportation demand management regulations, and any specific plans or guidelines applicable to the project;*

Fact: The proposed scope of work is consistent and conforms to the City of Covina's General Plan designation of Medium Density Residential (MDR) for the property allows for apartments and the maximum allowable density of 14 dwelling per acre. No specific plans and transportation demand management regulations are applicable for this project.

4. *The project design is harmonious, consistent and complete within itself and functionally and visually compatible with neighboring structures and the area in which it is located;*

Fact: Section D of this staff report fully analyzed the conformance of the project's architecture, site design and landscaping with the Covina Design Guidelines.

5. *The development will constitute an adequate environment for the intended use by sustaining the desirability and stability of the neighborhood and community;*

Fact: The addition of new apartment units designed in accordance with the Covina Design Guidelines would enhance the desirability and stability of the neighborhood, which has a mix of single and multi-family residential structures.

6. *Proposed lighting is so arranged as to reflect lighting away from adjoining properties;*

Fact: The Conditions of Approval requires a Lighting Plan that will be reviewed by staff throughout the plan check process and requires that as part of the Lighting Plan all exterior light must be covered from above and pointed away from adjoining properties.

7. *Proposed signs will not by size, location, color or lighting, interfere with traffic or limit visibility;*

Fact: No signs are proposed by the project. Any proposed signage will be subject to the appropriate sign permitting process.

8. *Utility and street improvements pursuant to CMC Sections 17.64.120 and 17.64.130.*

Fact: The applicant will be required to comply with utility and/or street improvements required by the Department of Public Works (Engineering, Traffic, and Environmental Services.) Therefore, as conditioned, this criterion has been met.

PUBLIC HEARING NOTICE AND NOTIFICATION

The applicant was given a copy of the staff report with associated attachments. No public hearing notice is required for a Site Plan Review application with no other discretionary permit is involved and where the Planning Commission is the approval authority as outlined in CMC Chapter 17.64.050 (Approval Authority).

ENVIRONMENTAL DETERMINATION

Staff has determined that the project is exempt from the requirements of the California Environmental Quality Act (CEQA) Guidelines. The project qualified as a Class 32 (In-Fill Development) exemption under State CEQA Guidelines Section 15332), as the project (a) Is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations. (b) Is within city limits on a project site of no more than five acres substantially surrounded by urban uses. (c) Has no value as habitat for endangered, rare or threatened species. (d) Approval will not result in any significant effects relating to traffic, noise, air quality, or water quality. (e) Site can be adequately served by all required utilities and public services. As such, Staff finds that there is no evidence that the project will have a significant effect on the environment.

RECOMMENDATION

Staff recommends the approval of Site Plan Review SPR 21-63 through the adoption of Resolution No. 2021-017 PC.

Prepared by:

Lisette Sanchez-Mendoza
Contract Planner

Approved by:



Brian K. Lee, AICP
Director of Community Development

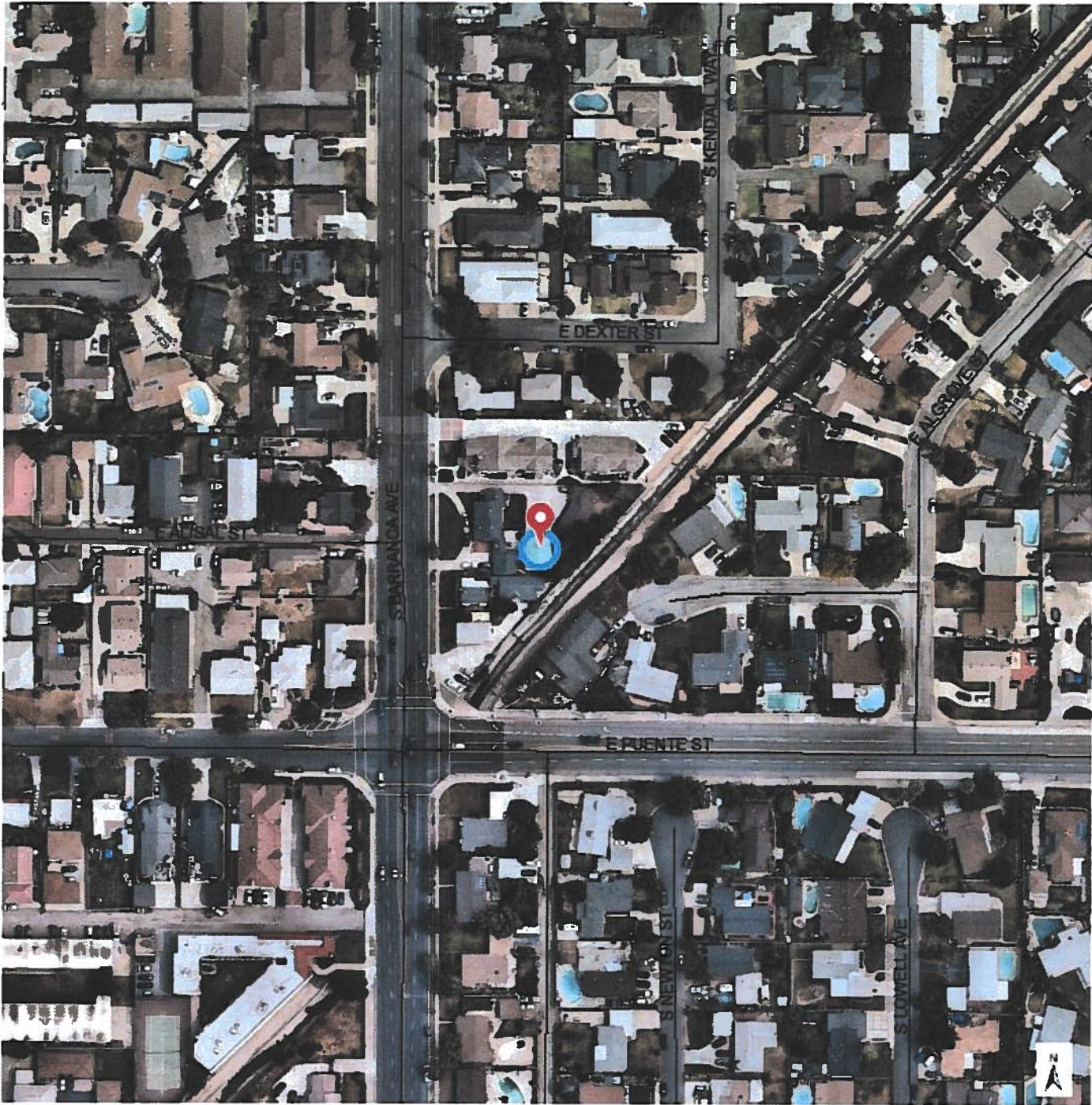
EXHIBITS

1. Area Map
2. Zoning
3. City Application Materials
4. Project Plans
5. Resolution No. 2021-017 PC, with Conditions of Approval

EXHIBIT 1

AERIAL MAP

Area Map



376.17 Feet



SPR 21-63

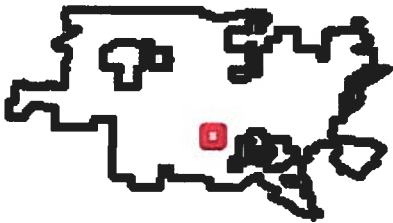
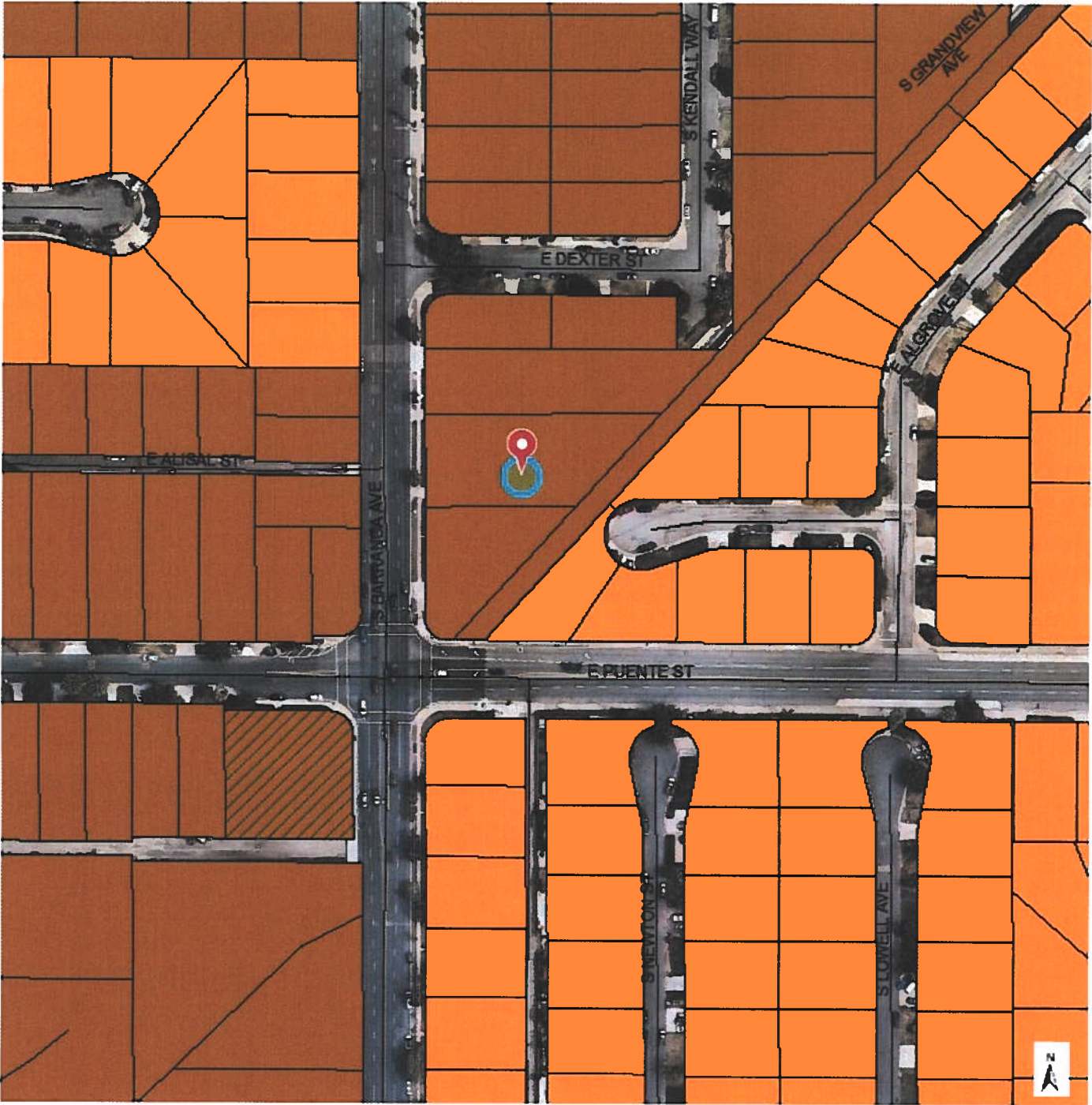


EXHIBIT 2

ZONING MAP

Zoning



376.17 Feet



SPR 21-63

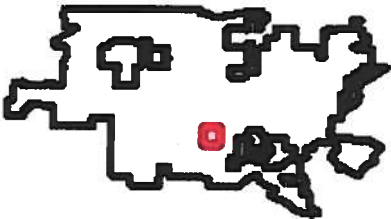


EXHIBIT 3

CITY APPLICATION MATERIALS

JAN 26 2021



Standard Application Form – 1

Community Development Department – Planning Division

125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479 (626) 384-5450

Applicant Information

Name of Proposed Project: Orange Blossom Trial Residential Community

Project Address: 316 S. Barranca Ave., Covina, CA 91723

Assessor's Parcel Number: 8446-012-003 and 8446-012-004

Phone: () 562-252-2915

E-Mail: Victanga@gmail.com

STAFF USE ONLY

MUNIS NO: SR 21-63

FILE NO: ENG 21-21

Applicant Name: Estudio Lockett or Victor Lockett

Applicant Address: 212340 Seal Beach Boulevard, Suite B229, Los Alamitos, CA 90720

Property Owner Name: Logans Run LLC

Property Owner Address: 633 N Barranca, Covina, CA 91723

Project Type

Please check the type of project review requested. If you are applying for more than one review you may check all that apply.

☒ Conditional Use Permit☐ PCD Amendment☐ Tree Preservation Permit☐ Minor☐ Development Agreement☐ Public Convenience or necessity (ABC)☐ Vacation of Alley, Easement, Street☐ General Plan Amendment☒ Site Plan Review-Major☐ Variance☐ Historic Structure Designation☐ Site Plan Review-Minor (Residential)☐ Variance (Minor)☒ Lot Line Adjustment *Major*☐ Site Plan Review-Minor (Non-Residential)☐ Zoning Code Amendment/ Zone Change☐ Pre-Application Review☐ Tentative Parcel Map
☐ Time Extension☐ (Other)☐ Planned Community Development (PCD)☐ Tentative Tract Map
☐ Time Extension☐ (Other)

Project Description

Detailed Description of Proposed Project (Attach Additional Sheets if Necessary)

It is proposed that lots 8446-012-004 & 8446-012-003 be merged.

Build 6 new units on 8446-012-004

Owner Certification

I certify that I am presently the legal owner of the above described property. Further, I acknowledge the filing of this application and certify that all of the above information is true and correct. If applicant is different from the legal property owner, a property owner's authorization form must accompany this application.

Date: 1/25/2021

Signature:

DocuSigned by:

Angus O'Brien

Print Name and Title: Angus O'Brien

STAFF USE ONLY

Date Received: 1/26/21

Received by: M. Lugo

Fees: \$6,192.00

Receipt No:

770584



Standard Application – 2

Property Owner's Authorization Form

Community Development Department – Planning Division

125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

List the name(s) and address(es) of all property owner(s).

1. Owner Name: Logan Run LLC
 Complete Address: 633 N Barranca, Covina CA 91723
 Email: _____ Phone: _____
2. Owner Name: _____
 Complete Address: _____
 Email: _____ Phone: _____
3. Owner Name: _____
 Complete Address: _____
 Email: _____ Phone: _____

Certification Statement

This letter shall serve to notify you and certify that I/we am/are the legal owner(s) of the property described in the attached application and do hereby authorize:

Applicant's Name: Estudio Lockett 562/252-2915 Phone: _____

Applicant's Complete Address: 12340 Seal Beach Boulevard, Suite B229, Los Alamitos, CA 90720

Email: Victanga@gmail.com

To file and present my/our interest for the referenced application(s): 316 S Barranca Ave, Covina Ca 91723

Name (printed): Angus O'Brien
 Title: Mng. Partner Date: 1/25/2021

Signature: _____
 DocuSigned by:
Angus O'Brien
 C6EA857B91B74D7...



Standard Application – 3 Project Description Form

Community Development Department – Planning Division

125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

The following information must be completed and submitted with new applications: (Print or type all information entered)

A. General Information

Project Address or Assessor's Parcel Number: 8446-012-003 and 8446-012-004

Site Area: 39,485 Building Area: 12,398 Building Height: 27'1" No. of Floors: 2

Total anticipated number of employees: NA Max shift: NA Hours of operation: NA

Does the business involve the sale of any food or beverages? ☒ No ☐ Yes

Will the project be built in phases? ☒ No ☐ Yes If YES, a phasing plan is required to be submitted.

Will any permits be required from agencies other than the City (including a Hazardous Materials Business Plan)?

☒ No ☐ Yes If yes, list: -

Will the project use, store, or dispose of potentially hazardous chemicals, materials, toxic substances, flammables or explosives? ☒ No ☐ Yes If yes, describe: -

If any of the above answers are YES, please describe in detail on a separate sheet.

B. Existing Land Uses of the Subject and Surrounding Properties

Subject property: Multi-Family Residential

North: Single-Family

East: Multi-Family

South: Single-Family

West: Multi-Family

C. Physical Site

Will the project modify existing natural features? ☒ No ☐ Yes If YES, please describe in detail on a separate sheet?

Estimated cubic yards of grading involved in the project: ☐ None ☒ Cut = 100 CY Fill = 100 CY

What is the maximum height and grade of constructed slopes? -

D. Archaeological/Historical

Is the project located in an area of archaeological or historical sensitivity as identified in the Covina General Plan?

☒ No ☐ Yes If YES, please describe in detail on a separate sheet.

E. Flora and Fauna

Describe the types of vegetation and trees in the project area: -

-

-

Number of Oak trees on the site: - Number of Oak trees to be removed: - a Tree Permit application must be obtained

Describe the types of wildlife found in the project area: -

-

F. Noise

Will the project increase noise levels within the project area of surrounding neighborhood?

☒ No ☐ Yes If YES, please describe in detail on a separate sheet

Will the project increase the amount of light, vibration, dust, ash, smoke, or odors during construction or after development? ☒ No ☐ Yes If YES, please describe in detail on a separate sheet.

G. List of Attached Environmental Reports

Drainage Report - Hydrology Study/Lid

Soils Report

Contact person for environmental: Hank Jong

Phone: 626/263-3588

Environmental firm: EGL Associates, Inc

E-mail: Mail@egl88.com

Mailing Address: 11819 Goldring Rd., Unit A, Arcadia, CA 91006

H. Certifications

Government Code Section 65962.5 requires the Planning Division to make available to applicants the most current list of "Identified Hazardous Waste Sites" from the State Office of Planning and Research. The list is available on the web at <http://www.dtsc.ca.gov/> under Mandated Web Site Postings.

All applicants must complete and sign the following statement in order for the Planning Division to deem the application complete.

"I, Victor Lockett, certify that I have reviewed the list of "Identified Hazardous Waste Sites" from the Office of Planning and Research and have determined that the site that is the subject of this application is not on said list."

I hereby certify that to the best of my ability, the statements furnished above and the exhibits submitted with this application present the data and information required for this initial evaluation and that the facts, statements, and information presented are true and correct to the best of my knowledge. Furthermore, I understand that failure to provide the plans and information required may result in this application not being accepted as complete for planning and processing.

Name (printed): Victor Lockett

Date: 1/21/2021

Signature: Victor Lockett

Representative for: Estudio Lockett

Title: Owner



Standard Application Project Contact List

Community Development Department – Planning Division

125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

The following information must be completed and submitted with new applications: (Print or type all information entered)		
Project Location: 308-316 S Barranca, Covina, CA 91723		STAFF USE ONLY FILE NO.: MUNIS: RELATED FILES:
Applicant: Estudio Lockett		
Primary Contact Person: Victor Lockett		
Address: 12340 Seal Beach Boulevard, Suite B229, Los Alamitos, CA 90720		
Phone: 562/252-2915	Fax:	E-mail Address: victanga@gmail.com
Secondary Contact Person: (Please Specify Name, Company, Title) Bianca Munoz, Submittal Coordinator		
Address: 620 Arrow Highway, La Verne, Ca 91750		
Phone: 951/795-2232	Fax:	E-mail Address: bmunoz@wfconstruction.com
Legal Property Owner: Logans Run, LLC		
Address: 633 N Barranca Ave., Covina, CA 91723		
Phone:	Fax:	E-mail Address:
Architect: Estudio Lockett Contact Person: Victor Lockett		
Address: 12340 Seal Beach Boulevard, Suite B229, Los Alamitos, CA 90720		
Phone: 562/252-2915	Fax: NA	E-mail Address: victanga@gmail.com
Engineer: EGL Associates, Inc Contact Person: Hank Jong		
Address: 11819 Goldring Rd., Unit A, Arcadia, CA 91006		
Phone: 626/263-3588	Fax: 626/263-3599	E-mail Address: Mail@egl88.com
Landscape Architect: Royal Oak Design Contact Person: Sylvia Lyons		
Address: 2456 Hummingbird Way, La Verne, CA 91750		
Phone: 909/593-4158	Fax: NA	E-mail Address: royaloakdesign@verizon.net

NOT AFFILIABLE

Standard Application Non-Residential Project Summary Table

Community Development Department – Planning Division

125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

PROJECT INFORMATION

Project Name: _____
 Project Address: _____
 General Plan: _____
 Zoning District: _____

PROJECT AREA

Gross		Acres
Net (Exclusive of dedication for major external and secondary streets)		Acres
AREA DISTRIBUTION (Net Area)	Acres/Sq. FT.	% of Net Project Area
Building Coverage		
Landscape Coverage		
Vehicular Coverage (Including parking, drive aisles, etc.)		
Floor Area Ratio		

FLOOR AREA DISTRIBUTION BY PROPOSED USE (Based on Net Area)

Area of Building Pad	No. of Stores	Gross Floor Area	Proposed Use

PARKING (Calculate Each Use Within a Building Separately)

Type of Use	Parking Ratio	# Spaces Req.	# Spaces Provided
Total:			



Standard Application

Residential Project Summary Table (5 or more Lots/Units)

Community Development Department – Planning Division

125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

PROJECT INFORMATION

Project Name: Orange Blossom Trail Residential Community

Project Address: 308-316 S Barranca, Covina, CA 91723

General Plan: Multi-Family Residential

Zoning District: RD-3000

PROJECT AREA

Gross	0.95	Acres
Net (Exclusive of dedication for major external and secondary streets)	.90 (39,535 SQ.FT)	Acres
DWELLING UNITS (Based on Net Area)	Number	Net Density
Single Family Detached	1	
Duplex	4	
Multi Family	6	
Bachelor		
One Bedroom		
Two Bedroom		8
Three Bedroom		2
Four Bedroom		1
Total:		11

AREA DISTRIBUTION (Based on Net Area)	Acres/Sq. Ft.	% of Net Project Area
Building Coverage	12,398 SF	31%
Landscape Coverage	8,900 SF	22%
Common Open Space	2,507 SF	6.4%
Private Open Space	3,425 SF	8.6
Usable Open Space (Common + Private)	5,932 SF	15%
Floor Area Ratio	20,467 SF	50%

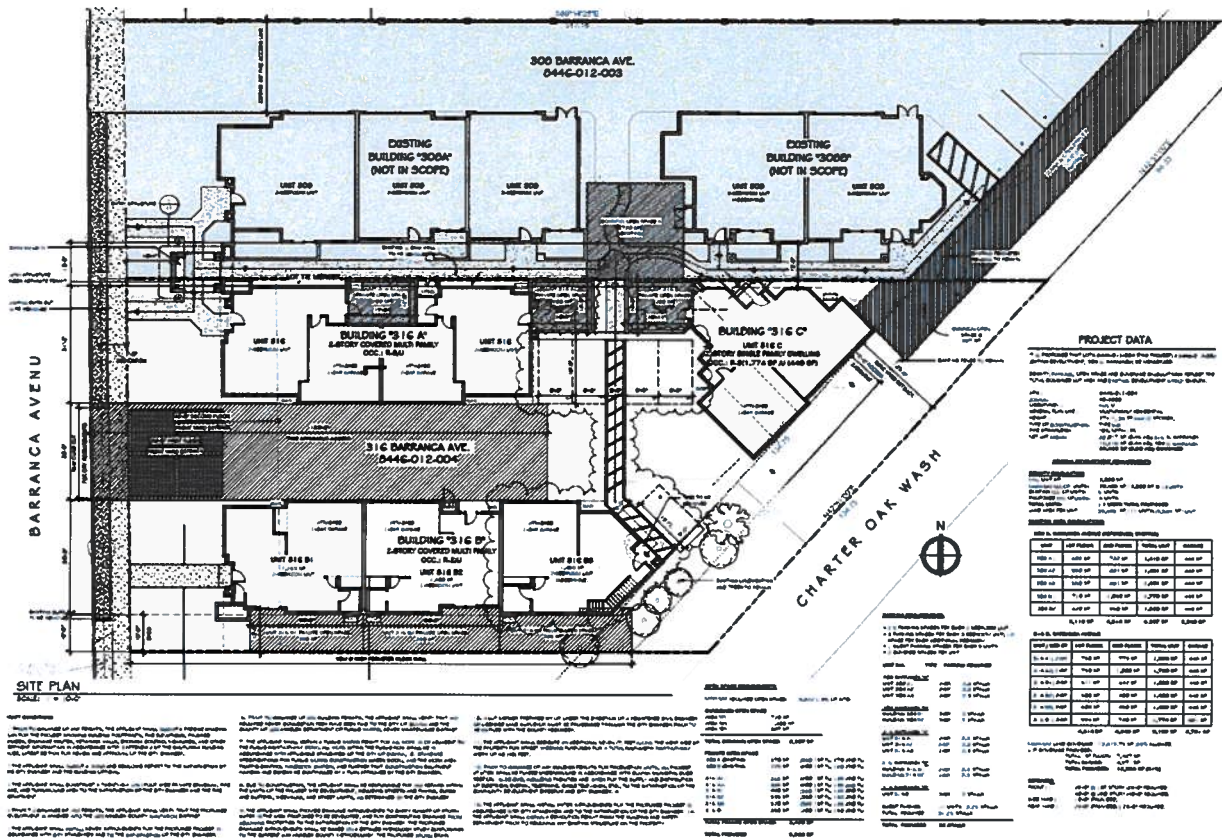
PARKING	Parking Ratio	# of Units	Spaces Req'd	Spaces Provided
Single Family Detached				
Duplex				
Multi Family				
Bachelor				
One Bedroom				
Two Bedroom	2.5	8	20	20
Three Bedroom	3	3	9	9
Four Bedroom	-	-	-	-
Guest Parking			2.25	3
Total:			31.25	32

EXHIBIT 4

PROJECT PLANS

EXHIBIT 4

SITE PLAN



FLOOR PLANS

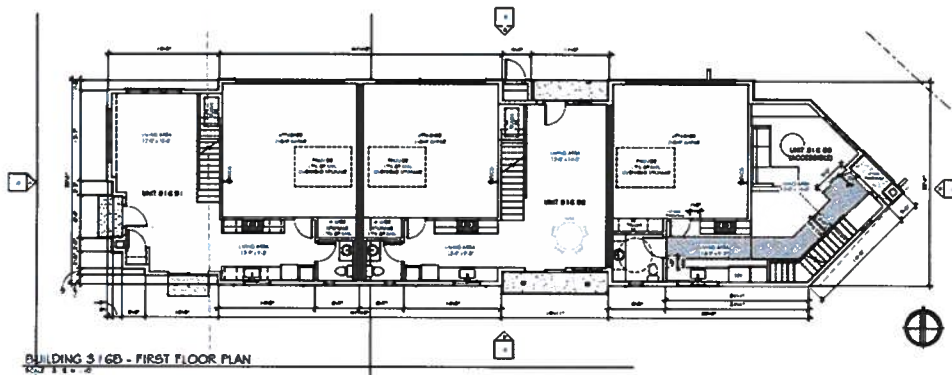
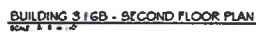
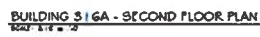


EXHIBIT 4

FLOOR PLANS

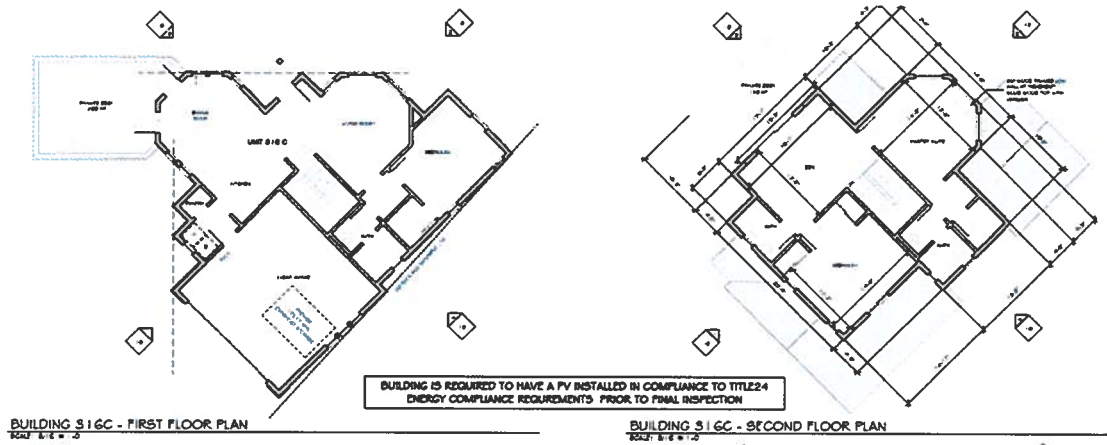


EXHIBIT 4

FRONT ELEVATION (EXISTING AND NEW)



NEW BUILDING ELEVATIONS (A)



EXHIBIT 4

NEW BUILDING ELEVATIONS (B)



NEW BUILDING ELEVATIONS (BUILDING C)



EXHIBIT 5

**RESOLUTION NO. 2021-017PC
W/CONDITIONS**

RESOLUTION NO. 2021-017 PC

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF COVINA, CALIFORNIA APPROVING SITE PLAN REVIEW (SPR) 21-63, FOR THE DEMOLITION OF 3 EXISTING RESIDENTIAL UNITS AND THE CONSTRUCTION SIX NEW RESIDENTIAL UNITS WITHIN THREE BUILDINGS ON 0.45 ACRES, IN THE RD RESIDENTIAL ZONE (MULTI-FAMILY), LOCATED AT 316 S. BARRANCA AVENUE – APN: 8446-012-004

WHEREAS, Victor M. Lockett (the “Applicant”), on behalf of the property owner, Logans Run, LLC, has filed a Site Plan review, (SPR) 21-63, to construct of a six-unit multifamily residential development composed of three buildings and demolish 3 existing units on 0.45 acres located at 316 S Barranca Avenue, California 91723; and

WHEREAS, on August 24, 2021, the Planning Commission conducted a duly noticed public hearing at which time oral and written comments received prior to or at the public hearing together with a written recommendation from the Planning Division was presented to the Planning Commission. The Planning Commission concluded said hearing on that date; and

WHEREAS, all legal prerequisites prior to adoption of this Resolution have occurred.

NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF COVINA, CALIFORNIA DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct and are incorporated herein and made an operative part of this Resolution.

SECTION 2. Based upon the entire record made available at the August 24, 2021 public hearing, the staff report, the oral presentation, and related documents submitted to the Planning Commission prior to and at the public hearing, the Planning Commission hereby finds and determines as follows:

1. All provisions of Title of the CMC are complied with:

Fact: The proposed development is recommended for approval to the Planning Commission after a thorough review of the project’s compliance with the Covina Municipal Code, Covina General Plan, and the Covina Design Guidelines. The attached conditions of approval require review for compliance with other codes including but not limited to the city’s building code.

2. The following are so arranged that traffic congestion is avoided, pedestrian and vehicular safety and welfare are protected and there will be no adverse effect on the surrounding property:

Fact: The project will not alter the rights-of-way or cause a significant traffic-related impact. Adequate provisions for safe pedestrian and vehicular circulations are incorporated into the projects design as described in the staff report.

3. The project design conforms to the general plan, the design guidelines, transportation demand management regulations, and any specific plans or guidelines applicable to the project;

Fact: The proposed scope of work is consistent and conforms to the City of Covina's General Plan designation of Medium Density Residential (MDR) for the property allows for apartments and the maximum allowable density of 14 dwelling per acre. No specific plans and transportation demand management regulations are applicable for this project.

4. The project design is harmonious, consistent and complete within itself and functionally and visually compatible with neighboring structures and the area in which it is located;

Fact: Section D of this staff report fully analyzed the conformance of the project's architecture, site design and landscaping with the Covina Design Guidelines.

5. The development will constitute an adequate environment for the intended use by sustaining the desirability and stability of the neighborhood and community;

Fact: The addition of new apartment units designed in accordance with the Covina Design Guidelines would enhance the desirability and stability of the neighborhood, which has a mix of single and multi-family residential structures.

6. Proposed lighting is so arranged as to reflect lighting away from adjoining properties;

Fact: The attached Conditions of Approval requires a Lighting Plan that will be reviewed by staff throughout the plan check process and requires that as part of the Lighting Plan all exterior light must be covered from above and pointed away from adjoining properties.

7. Proposed signs will not by size, location, color or lighting, interfere with traffic or limit visibility;

Fact: No signs are proposed by the project. Any proposed signage will be subject to the appropriate sign permitting process.

8. Utility and street improvements pursuant to CMC Sections 17.64.120 and 17.64.130.

Fact: The applicant will be required to comply with utility and/or street improvements required by the Department of Public Works (Engineering, Traffic, and Environmental Services.) Therefore, as conditioned, this criterion has been met.

SECTION 3. Staff has determined that the project is exempt from the requirements of

the California Environmental Quality Act (CEQA) Guidelines. The project qualified as a Class 32 (In-Fill Development) exemption under State CEQA Guidelines Section 15332), as the project (a) Is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations. (b) Is within city limits on a project site of no more than five acres substantially surrounded by urban uses. (c) Has no value as habitat for endangered, rare or threatened species. (d) Approval will not result in any significant effects relating to traffic, noise, air quality, or water quality. (e) Site can be adequately served by all required utilities and public services. As such, Staff finds that there is no evidence that the project will have a significant effect on the environment. The Planning Commission, based on its own independent judgment, concurs in staff's determination that the Project is categorically exempt from review under CEQA. The Planning Commission further finds that there is no substantial evidence that the Project will have a significant effect on the environment.

SECTION 4. Based upon the findings and conclusion set forth in Sections 1, 2 and 3 above, the Planning Commission hereby approves the application:

- A. The Site Plan Review, SPR 21-63, is hereby approved, subject to the conditions of approval set forth in the written record before the Commission incorporated here and attached hereto as Exhibit "A."
- B. The Secretary of the Planning Commission is directed to serve, by first-class mail, a written notice of this decision to the Applicant within five (5) days.

SECTION 5. This Resolution shall become effective immediately upon its adoption, subject to a 10 calendar-day appeal period.

PASSED, APPROVED AND ADOPTED by the members of the Planning Commission of the City of Covina at a regular meeting thereof held on the 24th day of August 2021.

JOHN CONNORS, CHAIRMAN
CITY OF COVINA PLANNING COMMISSION

I hereby certify that the foregoing is a true copy of a resolution adopted by the Planning Commission of the City of Covina at a regular meeting thereof held on the 8th day of June 2021, by the following vote of the Planning Commission:

AYES:
NOES:
ABSENT:
ABSTAIN:

COVINA PLANNING COMMISSION SECRETARY

EXHIBIT A
SITE PLAN REVIEW (SPR) 21-63
APN: 8446-012-004
CONDITIONS OF APPROVAL

Development Application:

1. Site Plan Review (SPR) 21-63 to demolish 3 existing residential units and construct 6 new residential units within three buildings 0.45 acres in the RD Residential Zone (Multi-family), located 316 South Barranca Avenue - APN: 8446-012-004.
-

ALL OF THE FOLLOWING CONDITIONS APPLY TO THE PROJECT

A. TIME LIMITS:

1. **Site Plan Review (SPR) 21-63.** Approval of this application will expire two years from the date of Project approval (August 24, 2021) if building permits are not issued unless otherwise extended pursuant to applicable laws. The applicant may apply to extend the expiration date for a maximum period of one year upon written request to the Director of Community Development a minimum of thirty (30) days prior to expiration (August 24, 2023). The request must be approved by the Planning Commission prior to expiration of the approved SPR application.

B. GENERAL REQUIREMENTS:

1. This approval is for the demolition of 3 existing residential units and the construction of 6 new residential units within three buildings.
2. This approval will not be effective for any purposes until the Applicant has filed with the Planning Division an affidavit stating that it is aware of and agrees to accept all of the conditions of this approval as set forth herein and within 10 calendar days from the date of this approval.
3. Applicant shall, at its own expense and with counsel selected by City, fully defend, indemnify and hold harmless City, its officials, officers, employees, and agents ("Indemnified Parties"), from and against any and all claims, suits, causes of action, fines, penalties, proceedings, damages, injuries or losses of any name, kind or description, specifically including attorneys' fees, ("Liabilities"), arising in any way out of City's approval of the Applications or the Project. Applicant's indemnification obligation shall include, but not be limited to, actions to attack, set aside, void, or annul the City's approval of the Applications, and Liabilities premised on, related to or invoking CEQA, including those arising out of City's decisions related to the Project's CEQA documents. City shall promptly notify Applicant of any such claim, action or proceeding, and shall cooperate fully in the defense of such claim, action, or proceeding. Applicant's indemnification obligations shall not be limited to the amount of insurance coverage that may be available to Applicant, and shall not otherwise be restricted or confined by the presence or absence of any policy of insurance held by City or Applicant.

4. Applicant's obligations, as set forth above, shall survive the completion or abandonment of the Project or the issuance of a certificate of occupancy with respect thereto. However, Applicant's obligations after the issuance of a certificate of compliance for the Project shall be limited to indemnifying and defending the Indemnified Parties from legal challenges filed to set aside any part of the Project or its related components. The provisions of this condition are intended by the Parties to be interpreted and construed to provide the fullest protection possible under the law to the City. Further, all obligations and Liabilities under this Condition are to be paid by the Applicant as they are incurred. Applicant's obligations to indemnify under this Condition shall include the obligation of the Applicant to defend City with legal counsel of City's own choosing.
5. The Project Site and all improvements thereon, including landscaping, must be maintained in a sound, healthy, and attractive condition reasonably free of weeds, visible deterioration, graffiti, debris and/or other conditions that violate the Covina Municipal Code.
6. The costs and expenses of any code enforcement activities, including, but not limited to, attorneys' fees, caused by applicant's violation of any condition or mitigation measure imposed hereunder or any provision of the Covina Municipal Code must be paid by the applicant.
7. Approval of the SPR application shall not waive the applicant's obligation for compliance with all other applicable sections of the Covina Municipal Code, the Covina Design Guidelines, and all other applicable plans.
8. The Project is required to annex into Community Facilities District 2007-01 (the "CFD") for the purpose of financing the Project's proportionate share of the cost for police response, fire and emergency medical response, and park services. The applicant shall petition the City to annex to the City's existing CFD under the California Mello-Roos Community Facilities Act (Government Code, Section 53311 et seq.) (the "Act"). The applicant agrees to cooperate and not to oppose annexation to the CFD for purposes set forth above. This annexation shall be completed prior to issuance of building permits for the production units

Alternatively, at the Applicant's option, in lieu of annexation to the CFD as set forth above, Applicant may make a lump sum payment to the City ("In Lieu Payment") representing the Project's proportionate share of the cost for police response, fire and emergency medical response, and park services. The In Lieu Payment shall be calculated based upon the net present value of the special tax that would be levied upon the Project under the CFD over the term of the CFD special tax. The In Lieu Payment must be paid not later than prior to release of occupancy for the first lot/dwelling unit including the model homes, within the Project.

9. Development Impact Fees for the Project shall be paid, prior to the release of the first dwelling unit for the Project. The Applicant shall contact Director or his designee for calculation of the Residential Development Impact Fees, prior to issuance of any permits for the Project. Non-subdivision Residential Impact Fees: **\$9,008 per dwelling unit. The project has a credit of 3 units.**

C. SITE DEVELOPMENT

1. The Project Site shall be developed and maintained in accordance the approved plans on file with the Community Development Department, all representations of record made by the

Applicant(s), the conditions contained herein, the Covina Municipal Code, the Town Center Specific Plan and the Covina Design Guidelines.

2. Final plans incorporating all conditions of approval and any plan-related changes required in the approval process shall be submitted for the Director or his designee for review and approval, prior to submittal for Plan Check process.
3. Copies of the signed Planning Commission Resolution shall be included on the plans (full size) for submittal of plan check. The full size sheet(s) are for information only to all parties involved in the construction/grading activities and are not required to be wet sealed/stamped by a licensed Engineer/Architect.
4. A complete building materials illustration board, describing material, brands, types, and applicable reference numbers shall be submitted to the Planning Division. Minor modifications in elevation details and/or colors may be submitted with detailed drawings and/or information to the Director or his designee for review and approval, prior to or during the subsequent Plan Check process.
5. All site, precise grading landscape, and irrigation, and street improvement-plans shall be coordinated for consistency, prior to issuance of any building permits for production units. permits
6. All ground mounted utility appurtenances such as transformers, AC condensers, etc. shall be adequately screened using a combination of concrete or masonry walls, and or landscaping to the reasonable satisfaction of the Director or his/her designee.
7. The Applicant shall contact the U.S. Postal Service to determine the appropriate type and location of mailboxes. The final placement of the mailboxes shall be subject to Director or his/her designee for review and approval, prior to issuance of certificates of occupancy.
8. During construction and following Project completion, all grading and all exterior drainage on the Project Site shall conform to all applicable requirements of the Public Works Department.
9. A complete exterior lighting plan, including photometric printout, shall be submitted for review and approval, prior to issuance of building permits for any production units. The plan shall illustrate light fixture features, locations, height, and the compliance with applicable City Code provisions on illumination, design, and lighting orientation/glare prevention and the minimum one-foot candle standard where applicable.
10. All building and site improvements along with landscaping and irrigation must be installed in accordance with approved plans and information on file with the Planning, Building, and Engineering Divisions, and the irrigation systems must be fully operational upon issuance of certificates of occupancy for production units. Furthermore, during construction, all on-site landscaped areas must be maintained reasonably free of weeds and debris.
11. The Project Site must be clean and reasonably free of trash and construction debris, and all construction equipment must be removed from the Project Site prior to issuance of the last certificate of occupancy for the production units.
12. Grading

- a. Grading of the Project Site shall be in accordance with then-current adopted California Building Code, City Grading Standards, and accepted grading practices. The Rough Grading Plan and Precise Grading and Drainage Plan(s) shall be in substantial conformance with the approved conceptual grading and drainage plan.
- b. A soils report shall be prepared by a qualified engineer licensed by the State of California to perform such work. Two copies will be provided at grading and drainage plan submittal for review. Plans shall implement design recommendations per said report.
- c. A geologic report shall be prepared by a qualified engineer or engineering geologist and submitted at the time of application for Grading and Drainage Plan review.
- d. The Precise Grading and Drainage Plan, appropriate certifications and compaction reports shall be completed, submitted, and approved by the Building and Safety Official prior to the issuance of Building Permits.
- e. This Project shall comply with the applicable accessibility requirements of the then-current adopted California Building Code.

D. LANDSCAPING, HARDSCAPE, FENCES/WALLS AND WATER EFFICIENT REQUIREMENTS

1. All landscape or planter areas shown on the approved landscape plan shall be constructed such that they can remain landscaped in perpetuity. These areas shall not be paved or used for storage or any similar purpose inconsistent with the intent of this approval.
2. Detailed on-site and off-site landscape and irrigation plans shall be submitted to the Director of Community Development or his/her designee for review and approval, prior to issuance of building permits. The landscaped and planter areas shall conform to applicable standards and requirements of the City's Water Efficient Landscape Regulations and the July 2015 Updated Model State Water Efficient Landscape Ordinance of the State of California Water Commission.
3. Landscaping and irrigation systems shall be required to be installed within the public-right-way on the perimeter of the Project, which may require the removal of sidewalk and replacement with parkway and sidewalk, to the satisfaction of the City Engineer. The installed landscaping and irrigation systems shall be continuously maintained by the Applicant for the duration of the Project construction and by the property owner after project completion.
4. Special texture pavement such as integral color stamped concrete, interlocking concrete pavers or similar materials shall be provided for the main driveway entry.
5. Sufficient size concrete patio with french drain shall be provided to all private open space area. Final design subject to Director of Community Development review and approval prior to issuance of building permit.
6. Two (2) additional trees shall be provided to the east side of Building 316-C.
7. The block wall along the south property boundary shall be of decorative material such as but are not limited to block with stucco, split-face blocks or bricks. A Minor Variance shall be required if the property line decorative block wall include an eighteen-inch retaining wall.
8. Patio fencing or wall for the private open space shall be of decorative material such as but are not limited to block with stucco, split-face blocks, stacked stones, or bricks.

9. Street trees shall be provided within the parkway strip along South Barranca Avenue at approximately 20 feet on center and with a minimum of 24-inch box size trees, and subject to Director of Community Development and City Engineer review and approval.

E. CONSTRUCTION MITIGATION/MANAGEMENT PLAN

1. All construction must comply with the below-noted construction mitigation plan and the City Noise Ordinance.
2. The Applicant shall prepare a construction mitigation plan to mitigate noise as well as other construction-related impacts. This construction mitigation plan is in addition to the public noticing program for residential construction projects required by the City's Building and Safety Division. The construction-related activities shall conform to the following requirements that address potential noise and other construction-related impacts:
 - a. The construction mitigation plan shall address the following areas: 1) site supervision, 2) construction access and schedule, 3) delivery/haul route and traffic control, 4) material storage and staging, 5) construction parking, 6) work hours, 7) noise reduction, 8) erosion control, 9) dust and mud control, 10) debris cleanup, 11) street sweeping, 12) pedestrian and neighborhood safety, 13) Project contact-related signage, and 14) subcontractor education and security measures.
 - b. Construction-related activities, including grading activities, shall be prohibited between 6:00 pm and 7:00 am on Monday through Friday and between 5:00 pm and 8:00 am on Saturday and all day on Sundays and Holidays (except by special permit).
 - c. All construction equipment shall be in proper operating condition and shall be fitted with standard factory noise attenuation features. All equipment shall further be properly maintained to help assure that no additional significant noise, due to worn or improperly maintained parts, would be generated.
 - d. The Applicant and/or his/her representative(s) shall frequently monitor for and, if detected, remove any and all graffiti on and/or repair damaged or vandalized construction-related fencing and/or related elements as quickly as feasible.
 - e. Loud noise generating activities such as crushing concrete pavement will be restricted to 7:00 am – 6:00 pm on Monday through Friday. Signs (multiple) shall be posted on site stating the days and hours of construction allowed, prohibiting "drinking, loitering and music" at all times, and including phone listings for community concerns.
 - f. View-obscuring construction fencing shall be provided around the entire Project Site. Construction entries shall have gates with view-obscuring material.
 - g. Comply with SWPPP. Provide contact information for Qualified Storm Water Practitioner (QSP) and Qualified Storm Water Developer (QSD).
3. At least thirty days prior to the commencement of any Project-related grading, the Applicant and/or his/her representative(s) shall notify the occupants of all residential and institutional properties that lie within 500 feet of the Project Site of the general parameters of the impending grading and construction activities.
4. The approved construction mitigation/management plan shall be distributed to all contractors and subcontractors, and shall be maintained on-site through the duration of construction.

F. BUILDING AND SAFETY DIVISION

1. Submit **8** sets of complete plans including any proposed utilities and earthwork/grading. The Project must comply with the 2016 California Building Codes and 2016 Energy code.
2. Two sets each of any structural and energy calculations shall be submitted with the above mentioned plans. All calculations must bear an original signature from the documented author.
3. This Project must comply with applicable Federal and State Accessibility requirements to and throughout the buildings. Include compliance methods and structural details on the plans.
4. If applicable, demolition activities require an asbestos containing materials (ACM) survey. (SCAQMD RULE 1403). The ACM report shall be prepared by an accredited testing laboratory in accordance with applicable SCAQMD rules and regulations. Proof of notification to the South Coast Air Quality Management District (SCAQMD), Office of Operations, shall be submitted to the Building Division with the relevant permit application for all demolition activities. Contact the SCAQMD at the address or number below for more information. Once any demolition activity has adhered to the applicable notification requirements to the SCAQMD, a formal demolition plan and permit must be obtained from the Building and Safety Division.
 - **SCAQMD Headquarters; 21865 Copley Drive, Diamond Bar, CA, (909) 396-2381**
5. The Applicant shall pay the applicable SB 50 development impact fees to the School District prior to issuance of the first building permit for production units.
6. Construction activity within 500' of a residential zone is prohibited between the hours of 6:00 pm and 7:00 am on Monday through Friday and between 5 pm and 8 am on Saturday and all day on Sunday and Holidays unless otherwise permitted.

G. PUBLIC WORKS - ENGINEERING DIVISION

1. Prior to issuance of any permits, the applicant shall submit a Precise Grading Plan for the project showing building footprints, pad elevations, finished grades, drainage routes, retaining walls, erosion control measures, and other pertinent information in accordance with Appendix J of the California Building Code, latest edition for review and approval of the City Engineer.
2. The applicant shall submit a Soils and Geologic Report to the satisfaction of the City Engineer.
3. Prior to the issuance of a Grading Permit, the applicant shall submit a temporary erosion control plan to the satisfaction of the City Engineer. The erosion control shall be installed and operable at all times.
4. Private sewer and water improvements shall be installed for the proposed development to the satisfaction of the City Engineer and the Water Division. A separate fire service line shall be installed for the proposed development to the satisfaction of the City Engineer and Los Angeles County Fire Department.
5. Prior to issuance of any permits, the applicant shall verify that the proposed development is annexed into the Los Angeles County Sanitation District.

6. Prior to issuance of any permits, the applicant shall verify that any required sewer connection fees have been paid to the City of Covina and the County of Los Angeles Department of Public Works, Sewer Maintenance Division.
7. The applicant shall obtain a public works permit for all work in or adjacent to the public right-of-way (ROW). All work within the public ROW shall be in accordance with applicable standards of the City of Covina, i.e. Standard Specifications for Public Works Construction (Green Book), and the Work Area Traffic Control Handbook (WATCH), and further that construction equipment ingress and egress be controlled by a plan approved by the City Engineer.
8. The applicant shall be responsible for any repairs within the limits of the development, including but not limited to streets and paving, curbs and gutters, sidewalks, and street lights, as determined by the City Engineer.
9. The applicant shall provide private drainage improvements to carry runoff of storm water in the area proposed to be developed, and for contributing drainage from adjoining properties to the satisfaction of the City Engineer. The proposed drainage improvements shall be based on a detailed hydrology study conforming to the current Los Angeles County Department of Public Works Methodology. The developed storm flows exiting the site shall not exceed the existing storm flows.
10. The applicant shall construct public improvements within the limits of the development to the satisfaction of City Engineer, Director of Public Works, and the Director of Community Development.
11. The project is subjected to annexation to the City's Landscape District and Lighting District, which shall be completed prior to recordation of the Tract Map or issuance of building permit.
12. The applicant shall submit new plans showing the dedicated fire line with DCDA for the entire property (to be used for all 6 buildings).
13. The applicant shall submit new plans to show whether irrigation services are intended.
14. Prior to issuance of any permits, all new utilities shall be placed underground in accordance with Covina Municipal Code Section 16.30.020, including facilities and wires for the supply and distribution of electrical energy, telephone, cable television, etc., to the satisfaction of the Community Development Director and City Engineer.
15. The Applicant shall obtain a Demolition Permit from the Building and Safety Department prior to removing any existing structure, pavement, etc. on the property.
16. A Lot Merger shall be submitted for City Engineer review and approval at plan check process. The lot Merger shall be recorded prior to release of any occupancy.

H. PUBLIC WORKS – ENVIRONMENTAL SERVICES DIVISION

1. Comply with the Low Impact Development requirements.

2. Waste Management – Project debris may be hauled offsite by the City’s franchise waste hauler, or self-hauled by the applicant to an approved recycling facility.
3. C&D – 75% of construction and demolition debris must be recycled. Forms and a security deposit will be required.
4. Trash enclosure – Enclosure should be covered OR include a floor drain, preferably plumbed to the sanitary sewer system.

I. LOS ANGELES COUNTY FIRE DEPARTMENT – FIRE PREVENTION DIVISION

1. Comply with Los Angeles County Fire Department Codes and Regulations.

END OF CONDITIONS



CITY OF COVINA

PLANNING COMMISSION AGENDA REPORT ITEM NUMBER NB 2 AUGUST 24, 2021

TO: Chairman and Members of the Planning Commission

FROM: Mercy Lugo, Senior Planner

SUBJECT: A modification request by Pollo Campero Restaurant to move and reorient the interior floor layout, within the existing building pad, for the property located at 1477 N. Azusa Avenue.

BACKGROUND

On September 22, 2020, the Planning Commission approved Conditional Use Permit (CUP) 20-014 and Site Plan Review (SPR) 20-18 to construct a new, one-story, 2,500 square-foot, drive-through restaurant (Pollo Campero) with associated parking and landscape improvements, within the C-4 Commercial (Highway) Zone.

During the preparation of construction plans, the applicant (Pollo Campero) decided to change the interior floor layout. The approved interior floor layout is designed with the dining area oriented to the west side of the building and the kitchen area oriented to the east side, facing Azusa Avenue. The modification request is to switch the layout of the kitchen area and the dining area. The kitchen area will move from the east side to the west side of the building, while the dining area will move from the west side to the east side of the building. In doing so, the exterior building elevations, to the north, south, and east, where the dining area is now proposed, shall face Azusa Avenue and Arrow Highway providing more architectural interest facing the intersection. Staff reviewed the proposed changes to the interior floor layout and the elevations are in substantial conformance to the plans approved by the planning commission. Staff found no changes to building square footage and the site design. Therefore, staff recommends approval of the minor change.

RECOMMENDATION

Staff recommends the Planning Commission approve the minor change by minute action. Resolution No. 2020-026 PC shall continue to apply and remain in effect for the project.

Prepared by:

Mercy Lugo
Senior Planner

Approved by:

Brian K. Lee, AICP
Director of Community Development

EXHIBITS

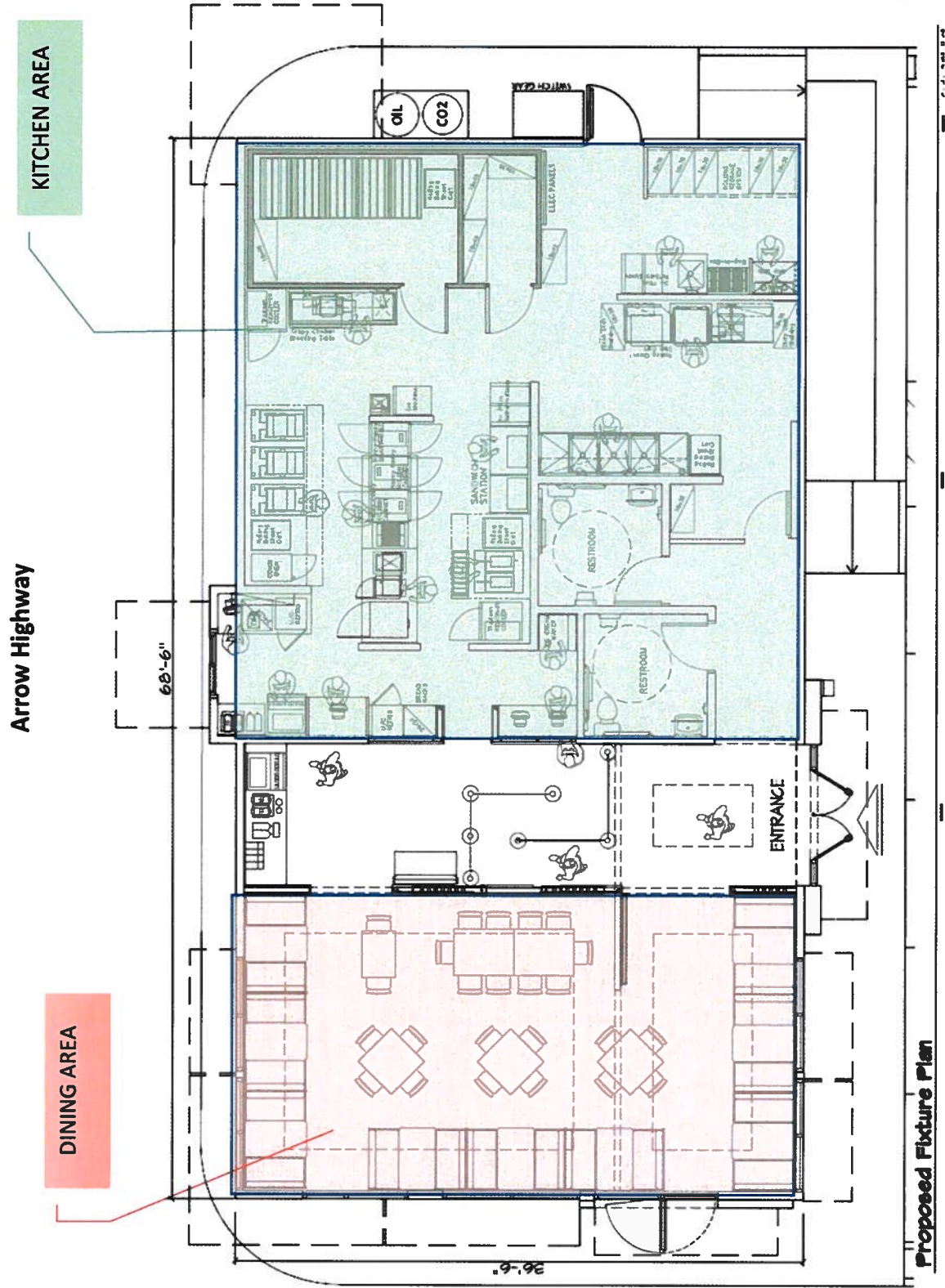
- A. Original approved plans with proposed modifications

Exhibit “A”

Original approved plans
with proposed modifications

ORIGINAL APPROVAL 9/22/20 – FLOOR PLAN

Azusa Avenue



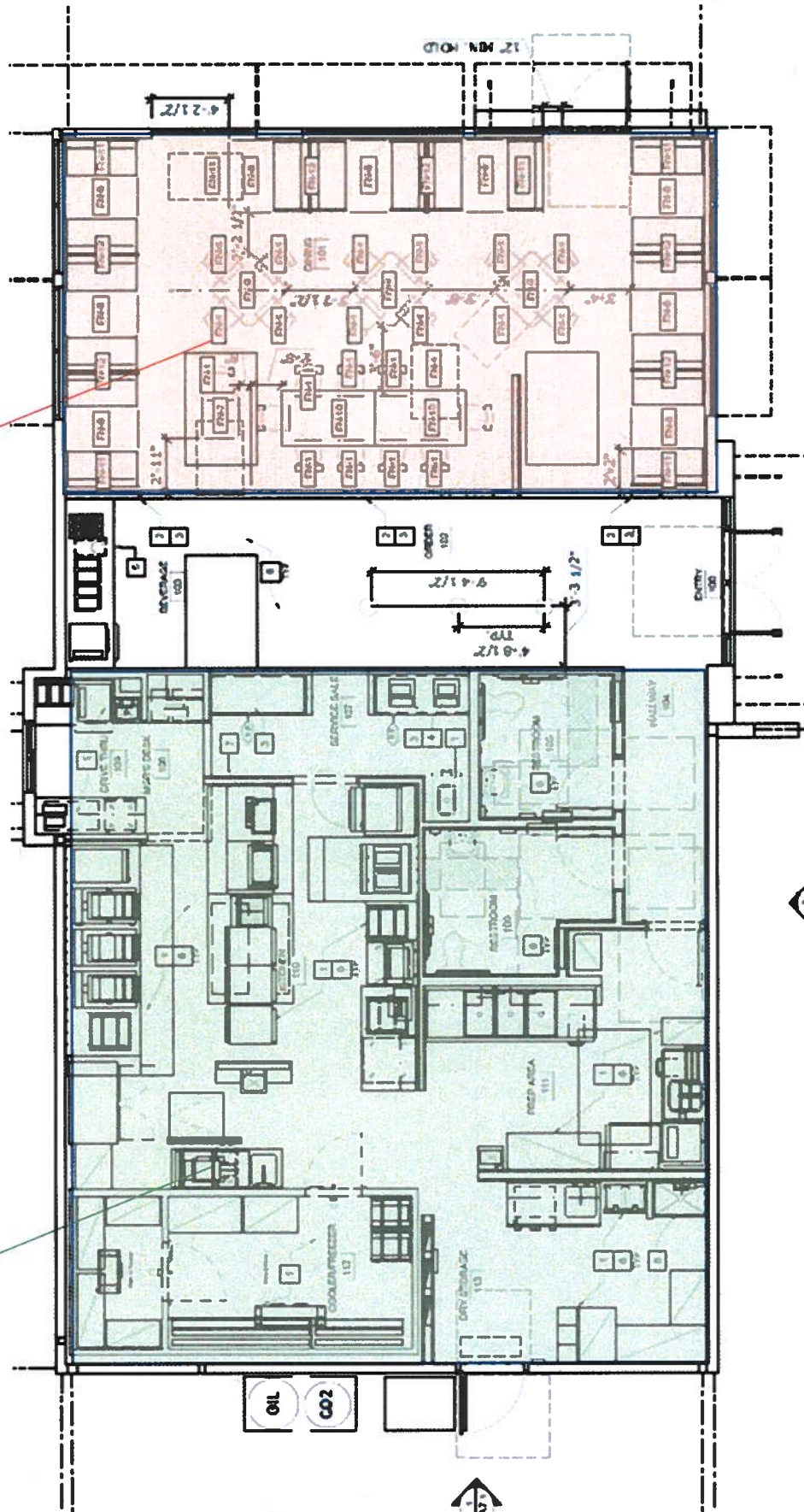
PROPOSED FLOOR PLAN

KITCHEN AREA

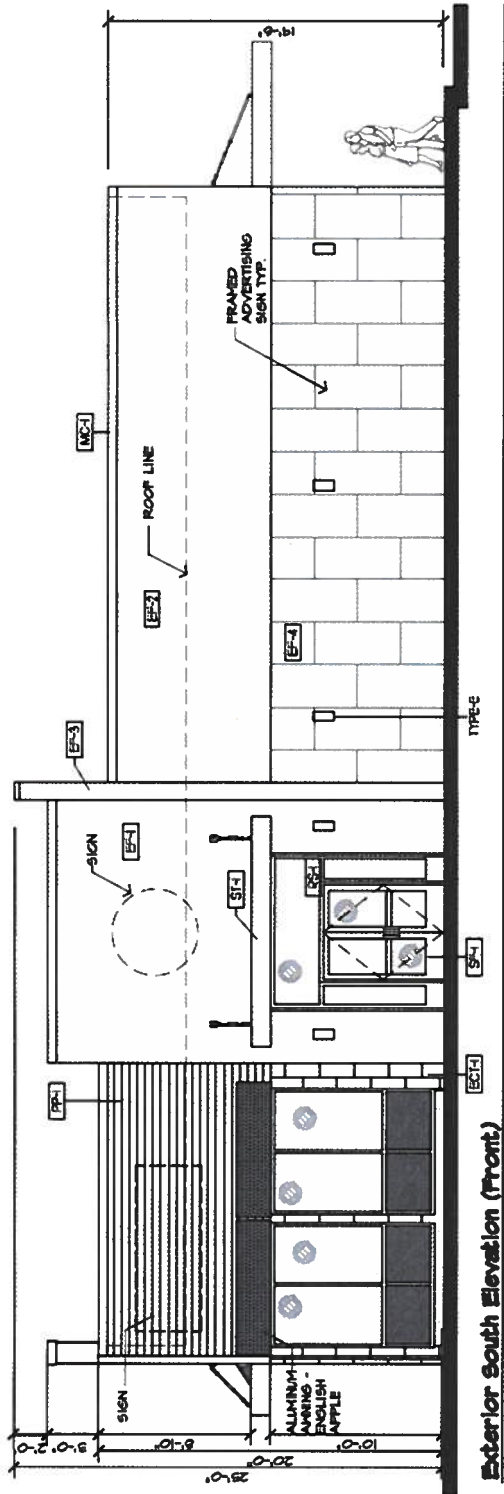
Arrow Highway

DINING AREA

Azusa Avenue



ORIGINAL APPROVAL 9/22/20 -- SOUTH ELEVATION (FACING SIDE PARKING AREA)

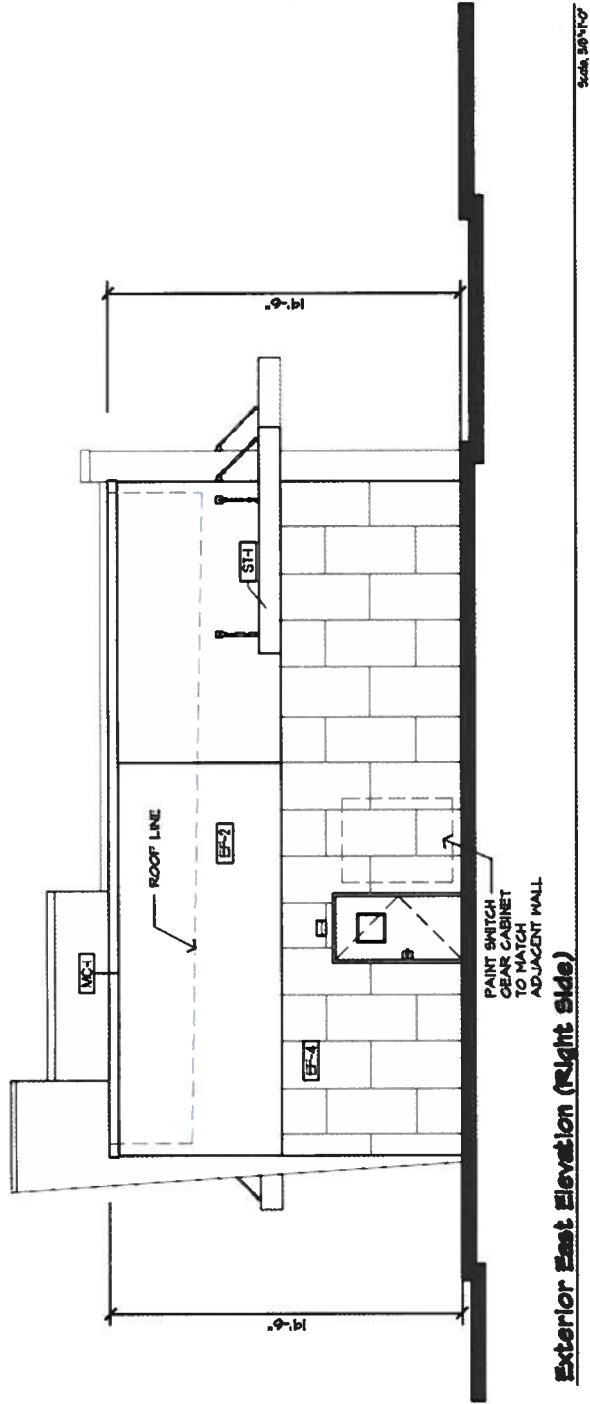


PROPOSED SOUTH ELEVATION (FACING SIDE PARKING AREA)

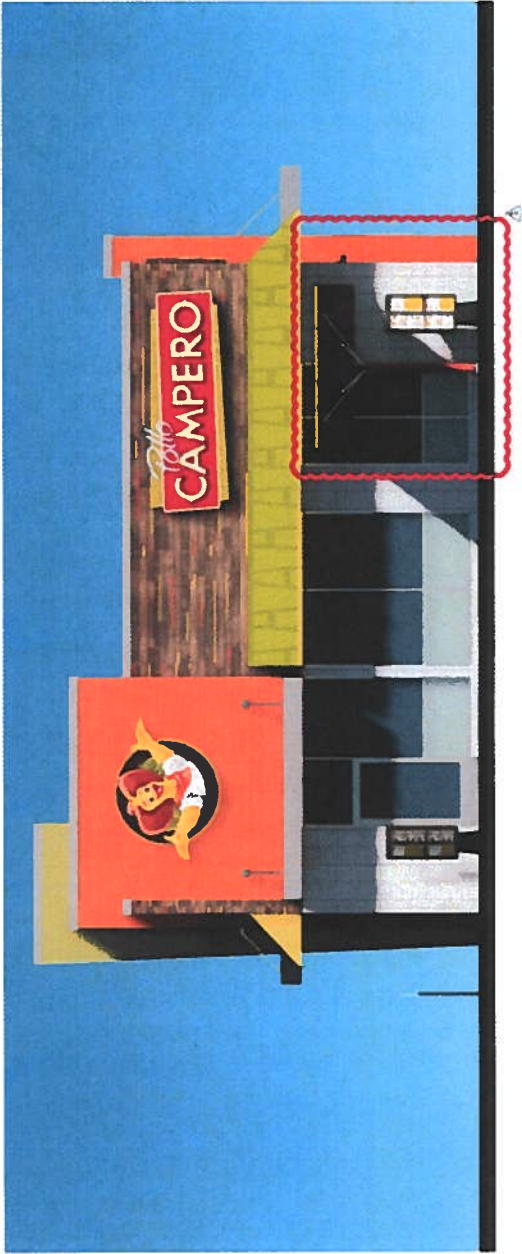


SOUTH ELEVATION

ORIGINAL APPROVAL 9/22/20 – EAST ELEVATION (OLD ORIENTATION FACING AZUSA AVENUE)

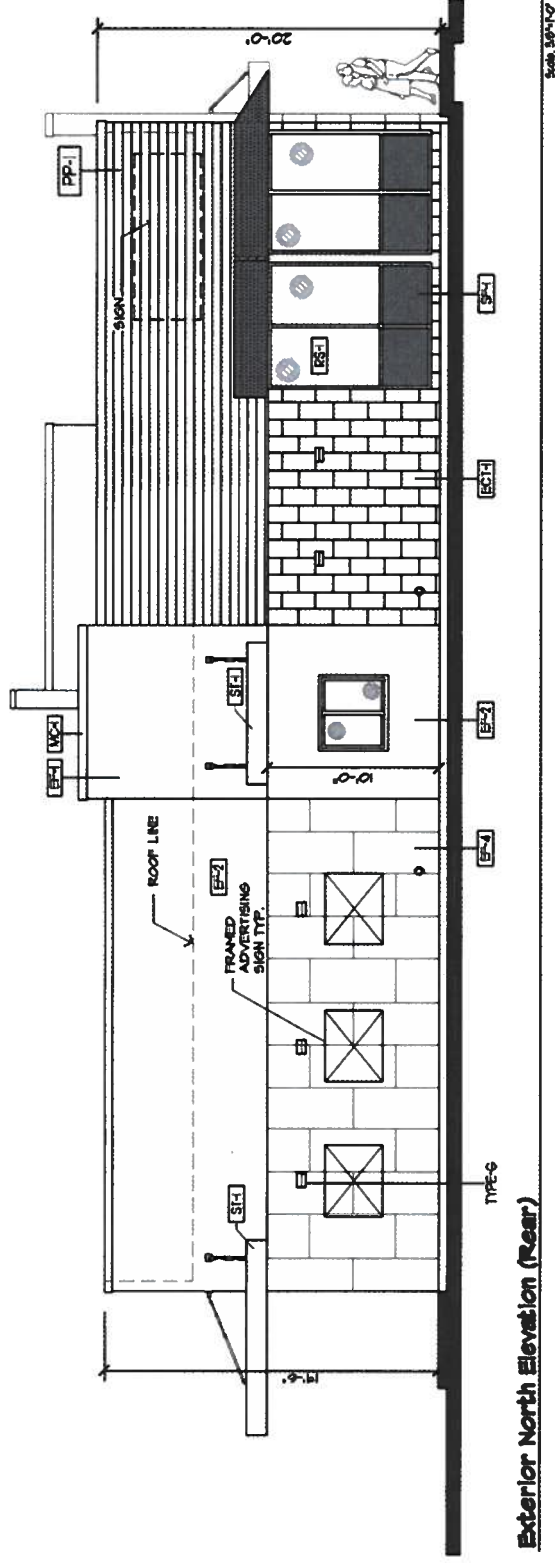


PROPOSED EAST ELEVATION (NEW ORIENTATION FACING AZUSA AVENUE)

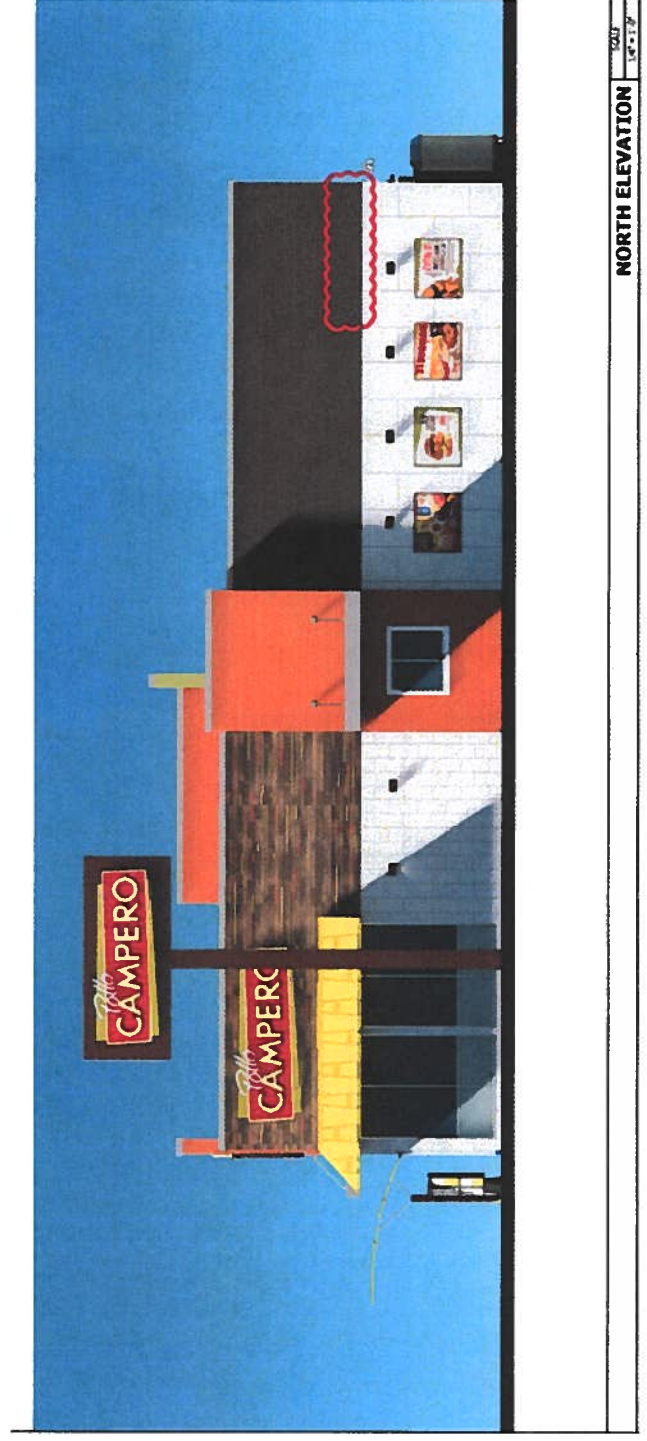


EAST ELEVATION

ORIGINAL APPROVAL 9/22/20 – NORTH ELEVATION (FACING ARROW HIGHWAY)

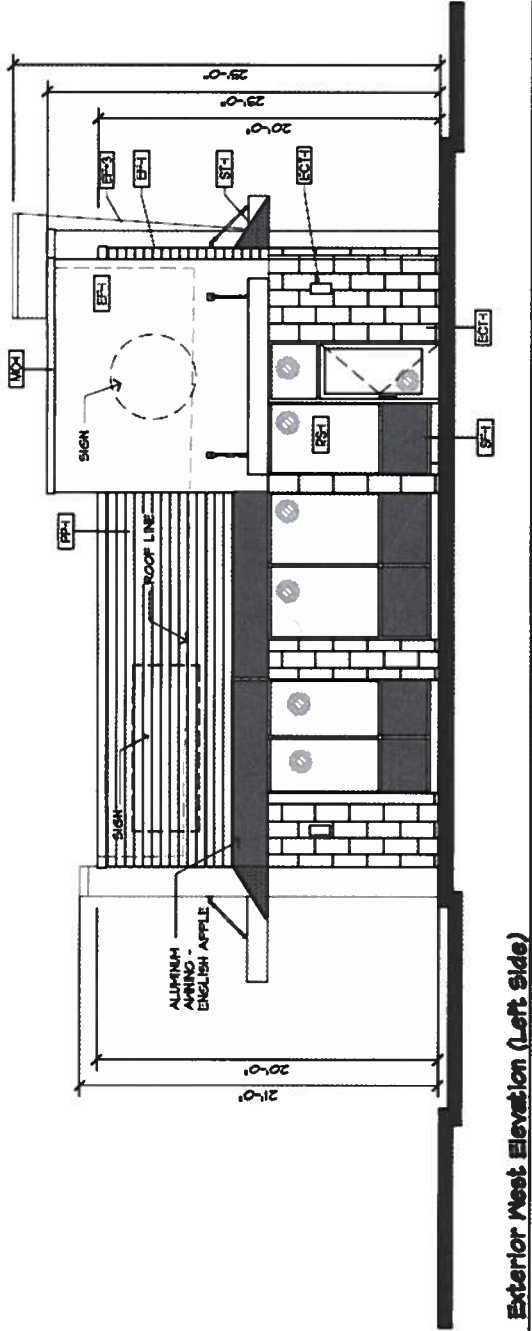


PROPOSED NORTH ELEVATION (FACING ARROW HIGHWAY)



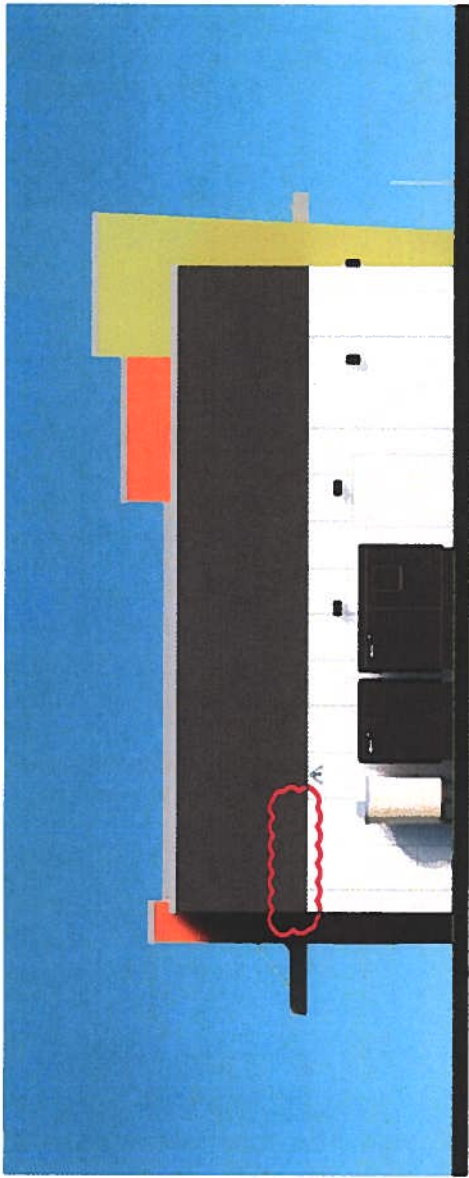
NORTH ELEVATION

ORIGINAL APPROVAL 9/22/20 – WEST ELEVATION (VIEW FROM REAR PARKING AREA)



Exterior West Elevation (Left Side)

PROPOSED WEST ELEVATION (FACING REAR PARKING AREA)



WEST ELEVATION